

June 21, 2024

Marlisa Sorilla
Team Leader
iPloy Staffing Solutions
9th Flr Ayala Center Cebu Tower
Bohol St Cebu Business Park,
Cebu City, 6000

Dear TL Marlisa,

I hope this letter finds you well. I am writing to formally resign from my position as customer service representative at iPloy, effective immediately. This decision has not been easy for me, but due to personal and family reasons, I believe it is in the best interest of both my family and the company.

I want to express my sincere gratitude for the understanding and support you have shown me during my time here. I have learned a great deal and will always look back on my time at iPloy with fondness.

Thank you once again for the opportunities and experiences I have gained here. I wish you and my colleagues continued success in the future.

Sincerely,



Kathleen Recerote
ID: 4767