

July 2,2024

Dear Miss Lacey Dequillo:

I regret to inform you that I'm resigning from my position as Authorization Specialist at Iploy OPC. immediately.

While my contract requires me to work until July 2,2024, I would be grateful if I could cease working immediately. I sincerely apologize for any inconveniences this sudden news may cause.

Thank you for the fantastic opportunities you've offered me to grow professionally and personally.

Please let me know if there is anything I can do to make the transition smoother.

Sincerely,

Sophia Margarete Martinez