

August 22, 2024

iPloy OPC

9<sup>th</sup> Floor, Ayala Center Cebu Tower,  
Cebu Business Park, Cebu City, Cebu

Dear TL Candice Villaceran,

I hope this letter finds you well. I am writing to inform you of my decision to resign from my position as an agent at iPloy OPC. The particular reason for this circumstance is that I plan to enroll for a master's degree this upcoming semester. I have greatly appreciated the opportunity to be part of the avenue and to be one of such a supportive team.

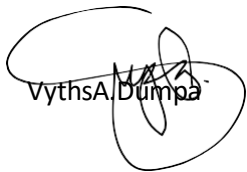
I want to assure you that I have always been dedicated to my work at iPloy as a trainee and have consistently strived to meet and exceed expectations in the training environment. My departure may create some challenges for the team, and I apologize for any inconvenience caused..

Please consider this letter as my formal notice of resignation.

If there are any further details or procedures that I need to follow in relation to my resignation, kindly inform me at your earliest convenience. I can be reached at 09660581944 or via email at vythsdumpa.gsg@gmail.com.

Thank you once again for the opportunities, trust, and support you have given me. I wish iPloy OPC continued success in the future.

Yours-sincerely,

  
Vyths A. Dumpa