

Princess Gale Tango-an  
M.L Quezon Avenue Mandaue  
Mandaue City 6014

12/26/2024

iPloy

9th Floor, Ayala Center Cebu Tower Bohol Street, Cebu Business Park  
Cebu City

Dear Management,

I am writing this letter to formally resign from my position as Customer Service Representative at iPloy. After careful consideration, I have concluded that it is in my best to step down from my role effective today's date 12/26/2024. This decision was a difficult one but it is necessary in order for me to prioritize my mental health and address my family problems at this time.

I deeply appreciate the support and opportunities I have received during my time here at iPloy. Working here was filled with valuable and enriching experience, and I am truly grateful for the relationships I have built with my colleagues and the guidance I have received. I am grateful for the guidance you provided me as I grew in my career and I apologize for any inconvenience it may cause to the team. I have appreciated the chance to contribute to the team and wish iPloy success in the future.

Sincerely,



12/26/2024

**PRINCESS GALE TANGO-AN**