

Subject: Resignation Letter – Ian Lapeceros

HR Department

iPloy, OPC

9th Floor Ayala Center Cebu Tower

Dear Ma'am/Sir,

Greetings of Peace and prosperity!

I am writing to let you know that I'm resigning my current position as *Pap Intake Specialist* at iPloy effective today January 16, 2025. I apologize for the short notice and regret any inconvenience this may have caused the company.

This decision was not an easy one for me to make, but due to personal circumstances, I have to step down from my current role with immediate effect. I appreciate the opportunities and experiences I have had while working at the company.

Thank you for your understanding.

Regards,

A handwritten signature in black ink, appearing to read 'Ian Lapeceros', with a stylized flourish at the end.

Ian Lapeceros