

From: Jhanrey Rabilas

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To: Eddie Compra

Team Leader

August 13, 2025

Dear TL Eddie,

Kindly accept this letter as my formal resignation as a Customer Service Representative in iPloy, OPC. My last day is expected to be today. I also wanted to express that working in iPloy has been a rewarding experience, even though I've been with the company for months. I have enjoyed my time working with you and I learned a great deal about working successfully with a team. It was an honor to work with such dedicated staff who are committed to making iPloy a better place to work. I also feel that I have made some lifelong friends here. I thank you for the training and opportunity to grow with you in my career. My decision to leave was difficult, but I was tasked to manage one of our family businesses.

Hoping for your favorable response and wishing the best on the company's continued growth and success.

All the best,

Jhanrey Rabilas 8/13/2025