

Dear Miss Ramz and Miss Maw

Good day!

I am formally writing to inform you of my resignation. My last working day would be August 8, 2025. I apologize for the sudden notice, which is due to personal circumstances.

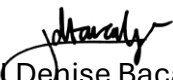
Please know that I am truly grateful for the opportunity to have been part of your well-driven team and for the trust you have placed in me.

I know that I have had my shortcomings during my time here, but I sincerely thank you, Miss Maw and Miss Ramz, for believing in me-even if only for a short while. Although my time with the team has been brief, I deeply appreciate the experience and the opportunity to learn and gain a better understanding of this role while working alongside all of you.

Thank you for your guidance and support. I will carry the lessons I have learned with me into my next venture.

In the meantime, please allow me to continue rendering my service during the transition period. I will ensure a smooth handover of my responsibilities before my departure.

Sincerely,


Jewel Denise Bacalso