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February 11, 2025

HR Management

iPloy Staffing Solutions

9th Floor, Ayala Center Cebu Tower (ACCT) Bohol Street. Cebu Business Park,

Cebu City Philippines

Dear ma'am/ sir:

Please accept this letter as notice of my resignation from my position as a Trainee at Iploy.

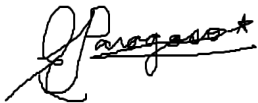
I am declining this position due to the reason that I was not able to find alignment with what I am passionate about regarding my career goal since I started working here. As of the moment I need to prioritize my mental health. I appreciate the time, patience, and understanding I have experienced from this company.

I am willing to coordinate with you whatever you require me to do in this process.

I apologize for suddenly quitting and I sincerely love to be part of the team. But my mental health is not good anymore which saddens me.

It has been a pleasure to be part of the training even in a short period. Your company has a very good staff, especially trainers, etc. I wish you more success.

Sincerely,

A handwritten signature in black ink, appearing to read "Erica Mae P. Solon", with a stylized flourish at the end.

Erica Mae P. Solon