

Resignation Letter

Regilyn S. Cutar

YMCA Hostel, Osmeña Blvd,
Cebu City, 6000
regicutar00@gmail.com
0993-700-5880
May 14, 2025

Human Resources

iPloy Staffing Solutions
16th floor, One Montage, Archbishop Reyes Ave,
Cebu City, Cebu

To Whom It May Concern,

I hope you are doing well as I write this. After giving it some thought, I regret to inform you that I must leave my role in **the Patient Pay Department under Kelsey Negre team of iPloy Staffing Solutions**, effective immediately today, due to unanticipated health issues. I intended to give enough notice and help during any changeover phase, but my health issues are sudden and need to be addressed right away.

I sincerely apologize for the short notice and any inconvenience this may cause to the team. I have learned a lot during my employment and I'm grateful for the opportunities and experience I've gained.

Please consider this to be my formal resignation letter. I am willing to assist in managing my obligations as much as possible within my existing capabilities.

Thank you and God Bless!

Sincerely,


REGILYN S. CUTAR