

IMMEDIATE RESIGNATION LETTER

08/29/2025

iPloy OPC
9th floor, Ayala Center Cebu Tower
Bohol Street, Cebu Business Park
Cebu City, Cebu 6000

Dear Ma'am/Sir,

With great regret, I am writing to inform you that I am resigning from my position as Customer Service Representative in Patient Financial Services with iPloy effective immediately as of today's date 08/29/2025.

I would like to apologize for not providing the expected 30 days' notice. However, after careful consideration and due to circumstances outside my control, I must leave the company at once.

I am leaving iPloy for personal reasons; I feel anxious and wary in the workplace, even with enough support from my colleagues and direct managers. Honestly, I am experiencing burnout not only physically, but also mentally and emotionally. I would also like you to know that I have tried to strive internally, and I am aware of the chance I was given to improve my work, but it has become too much for me to handle. I no longer wish to compromise my own wellbeing and endanger others.

Please let me know if there is any way I can be of further help to the company to make this transition easier. I am reachable through my mobile phone (+63) 956 791 6533 or via email.

I would like to end by thanking you for your understanding. This job has been a wonderful opportunity for me to learn and grow in my career, and I would like to apologize once more that I must leave it so abruptly.

Sincerely,



Allyah Faith J. Antillon