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November 5, 2025

Reymond Cajocson Pogado  
iPloy  
16th floor, One Montage, Archbishop Reyes Ave, Cebu City, Cebu

Dear HR,

I hope this message finds you well. I am writing to formally submit my resignation from my position at IPLOY effective today.

This decision has not been easy to make, but after careful consideration and consultation with physician, I was advised to take a period of rest and continue medication due to my sinusitis. Although I initially requested the doctor to allow me to return to work, my condition has not improved as expected. After much thought, I have decided that it would be best for me to prioritize my health and step away from my current role.

I want to express my sincere gratitude for the support, guidance, and opportunities I have received during my time at IPLOY. It has been a valuable experience working with such a dedicated and professional team.

Thank you very much for your understanding and support. I truly appreciate everything I have learned during my time here, and I hope to remain in good terms with the company.

Sincerely,

**VIANCA MARIE PARBA AMANTE**