

September 26, 2025

Ruby Lyn De Loag

369 Juana Osmeña Ext. Rd Capitol

Cebu, City 6000

delorubylyn019@gmail.com

Dear STL Raymund Nonato Faustino,

I am writing to inform you of my decision to resign from a position as a Collector Patient Financial Services in Adapt health Billing department here in iPloy. My last day of employment will be October 26, 2025 which provides a one month notice period as per company agreement.

I have made a difficult decision due to my personal reason that needs and require immediate attention and action.

I would like to extend my sincere gratitude for the opportunities and support that I have received during my time here at iPloy company. It's a privilege to work along with the exceptional team leaders as part of the company's growth. I have been grateful for the experience and knowledge that I have gained during my employment.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'Ruby Lyn De Loag', written in a cursive style.

Ruby Lyn De Loag