

July 01, 2025

Chris Quinal
iPloy OPC
Ayala Center Cebu Tower
Cebu City

Dear Mr. Quinal,

I am writing to formally resign from my position as Customer Service Representative at iPloy, effective immediately.

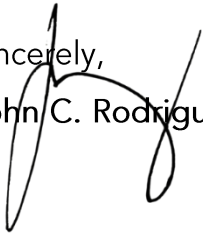
Due to unforeseen personal circumstances, I am unable to continue my responsibilities and must step down from my role. I apologize for the short notice and any inconvenience this may cause.

I want to express my sincere gratitude for the opportunities and experiences I've had during my time with the company. I've learned a lot and appreciate the support provided to me throughout my employment.

Please let me know if there are any steps I can take to help with the transition process.

Thank you again for your understanding.

Sincerely,
John C. Rodriguez

A handwritten signature in black ink, appearing to read 'John C. Rodriguez', written over the printed name.