

Van Roy R. Rosaldo

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Date: February 17, 2023

iPloy OPC.

16th floor, One Montage, Archbishop Reyes Ave  
Cebu City, Cebu 6000

To whom it may concern,

Please accept this letter as notice of my formal resignation from the position of Intake Specialist from iPloy OPC, effective immediately, February 17, 2023.

Thank you for the opportunity you have afforded me during my time at iPloy OPC. I appreciate the support you provided during my tenure.

Please let me know if you have any questions or if there is anything I can do to support in transferring my responsibilities.

Wishing you everything of the best for your continued success.

Sincerely,

A handwritten signature in black ink, appearing to be 'R. Rosaldo', written in a cursive style.

Van Roy R. Rosaldo