Sept. 30, 2022

Iploy Inc.

9th Floor, Ayala Center Cebu Tower (ACCT)

Bohol St. Cebu Business Park,

Cebu City Philippines.

Dear Management and to my supervisor,

I am writing this letter to inform you of my decision to resign from my position as Documentation specialist effective immediately.

Over the past few months, I have been extremely depressed due to a lot of reasons. Some personal and some work-related. This amalgamation has wreaked havoc on my mental and emotional health. In fact, it is threatening to affect my work. Given these points, I believe that it is in the best interest of both me and the company that I resign

I am grateful to you for providing me with a chance to work at Iploy Inc. and to able to provide for me and my family's needs throughout my stay. I am thankful for all the opportunities that the company has given to me.



