

January 25, 2023

iPloy Staffing Solutions  
9<sup>th</sup> Floor, Ayala Center Cebu Tower  
Bohol Street, Cebu Business Park,  
Cebu City 6000

To whom it may concern,

It is with deep regret that I share with you this letter as notice of my resignation from my position as Billing representative under Patient Pay Department from iPloy Staffing Solutions, effective today, January 25, 2023.

I would also like to extend my most sincere thanks for the many opportunities you have afforded me over the past 23 months. During my tenure at iPloy Staffing Solutions, I have learned a great deal and grown both personally and professionally - this is thanks to your support and guidance.

I wish you and the company the very best going forward.

Yours sincerely,

A rectangular box containing a handwritten signature in black ink. The signature appears to be 'Kyra Shona A. Mercado'.

Kyra Shona A. Mercado  
kyrashona@gmail.com