

28 October 2022

Human Resource Department  
Iploy, OPC  
16th floor, One Montage, Archbishop Reyes Ave,  
Cebu City, Cebu, 6000

Dear Sir/Ma'am,

Please accept this letter as a formal notice of my resignation. My last day of employment will be today, 28 October 2022.

Thank you for giving me the opportunity to grow in this company. I am grateful for all the guidance and professionalism you have taught me. I have decided to move forward with new opportunities for personal development. I wish you and your company the best for the future.

Should you have questions you may contact me on my phone number 0921-380-1888 and email address: [alviealferez@gmail.com](mailto:alviealferez@gmail.com) .

Sincerely,



Alvie Alferez-Arrisgado