To whom It May Concern,

Please accept this letter as a notice of my resignation from my position as a Billing Specialist. Effective immediately

I am really grateful to be part of the joyful colors of the IPLOY STAFFING SOLUTION and it was a pleasure joining the company for 1 year and 9 months.

Unfortunately, due to unforeseen circumstances at the time requiring my full attention, I have an important issue to take care of, which leaves me no time to fulfill my duties to the company.

Thank you very much in advance for understanding my plight. I enjoyed every bit of my time in your company. My special thanks to my immediate supervisor and workmates, who walked with me throughout my journey.

It is also my hope that my departure will not imperil in any way, the cordial relations that already exist between your company and me.

Sincerely,

Haidee Miral