

LETTER OF RESIGNATION

*Sarah Melody D. Espante
Cogon, Pardo Cebu City 6000*

November 02, 2022

*IPLOY OPC
9th Floor, Ayala Center Cebu Tower
Cebu Business Park, Cebu City*

Dear Management,


It is with deep regret that I am writing to inform you of my resignation from my position here at iPloy OPC as Authorization Specialist due to personal and health reasons. My last day was last Friday. I realize this resignation only provides short notice, but please understand that due to unforeseen circumstances I am not able to stay longer.

I want to take this opportunity to thank you for your continued support. Working at this company has been a privilege, and I will always remember my experiences here and the people I worked with.

Please let me know how I can help to make this situation easier for you. If you wish to contact me, you can do so via my personal email, glorious0609espante@gmail.com.

Thank you for your understanding.

Sincerely


Sarah Melody D. Espante