January 4, 2023

iPloy Staffing Solutions 9th Floor, Ayala Center Cebu Tower (ACCT), Cebu Business Park, Cebu City, Philippines

Dear Sir/Ma'am,

Please accept this letter as my formal resignation from my position as PAP Resupply Documentation Representative effective immediately due to unforeseen personal circumstances.

This was not an easy decision to make. I would like to let you know that I have very much appreciated the opportunities for growth and development you have provided during my stay. Thank you for your guidance and support.

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

Sincerely,

Jeanette Reyes