

September 23, 2024

To Management,

I am writing to formally resign from my position as PR Staff at Gracious Group Lending Phils. Company due to family matters that require my immediate presence and undivided attention.

I appreciate the opportunities for personal and professional development that you have provided during my time here. I am grateful for the support and guidance I received from you and my colleagues.

I am committed to ensuring a smooth transition and will do everything possible to hand over my responsibilities effectively.

Thank you once again for everything.

Sincerely,
Chelsie Ann T. Herman

09/23/24

Noted. *[Signature]*
I concur

Recommending Approval:
[Signature]
9/25/24

[Signature]
9/20

Recommending Approval
Go (with a heavy heart)
- Nakapag-usap sa kani and
nataagal ng mga pinag-iisipan.
- Annalick ang sakit ng mother
nya (cancer) kaya walang mag-
bababaw sa amak nya at the
same time sa mother nya
kismo.
- Request po makabalik sa atin
sa company if ever mawagay
ang trahat (In God's will)

9/24/24
MARIFE A. DUCANG