

July 10, 2025

To: Management

Re: Resignation Letter

Dear Ma'am Virgie,

I hope this letter finds you well. Please accept this letter as a formal notification that I am resigning from my position as a probationary Accounting Staff at Faithful Servant Business Holdings Corp. My last employment will be on July 31, 2025.

As much as I want to stay and continue my journey in this company, this decision is very hard for me, but my family especially my son needs me more, and I don't want to sacrifice my responsibility as a mother.

I want to thank you for the opportunities I've received during my time here. I appreciate the skills and experiences I've gained. I am committed to ensuring a smooth transition during my departure and am happy to assist in any way I can do.

I am hoping for your kind approval and consideration on this matter.

Sincerely,

Romalia Grace Felismino

Romalia Grace Felismino
7.10.25

Recommending approval!

Virgie Jimenez
7/10/25

Virgie Jimenez

noted sign puzt/4/25

OK
OK
[Signature]
7/11