



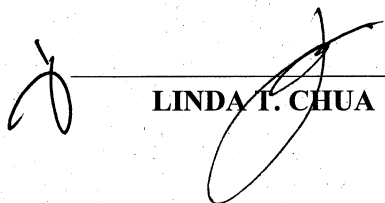
## MEMORANDUM

**TO : ROLLY O. GUTIERREZ**  
**FROM : VP – ADMIN/TREASURY**  
**SUBJECT : ACCEPTANCE OF RESIGNATION**  
**DATE : AUGUST 31, 2021**

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Your resignation as SALES SUPERVISOR of MGM MOTOR TRADING INC. / NISSAN MANDALUYONG SHAW. Is hereby accepted effective August 31, 2021. Thank you for your valuable contribution to the company.

We wish you success in your future endeavors.

A handwritten signature in black ink, appearing to be "Linda T. Chua", written over a horizontal line.

LINDA T. CHUA

August 31, 2021

Ms. Jocelyn C. Villanueva  
HR Admin. Manager  
MGM Motor Trading, Inc.  
(Nissan Mandaluyong Shaw)

Dear Ms. Villanueva:

Please accept this letter as formal notification that I am leaving my position as Group Sales Manager of Vehicle Sales Department / Nissan Mandaluyong Shaw, effective August 31, 2021.

Thank you for the opportunities you have provided me during my time with the department.

Sincerely,

  
Rolly O. Gutierrez