

August 9, 2021

MS. MARGARITA O. ADEVA

HR Manager

Autohub Group of Companies, Inc.

Ford Global City, BGC, Taguig City

Dear Ms. Adeva,

Please accept this letter as notice of my resignation from my position as Financing and Insurance Coordinator effective on August 20, 2021 (Friday).

I know this is very sudden and unexpected, but I hope you understand my current situation. I thought about this very thoroughly, and this decision that I made is very important to me.

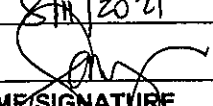
It has been a pleasure working with the F&I team for the last three months. I am very glad to have known all of you. I will always treasure all the things that I learned from the company, and will always be grateful for the opportunity that you had given me.

If there is anything I can do to ensure a smooth and efficient handover process, do not hesitate to let me know. I wish you all the best.

Thank you so much for everything, and may God bless you and the company.

Sincerely,


SHAIRA ANN G. GUARIN

RECEIVED
HR RECRUITMENT
DATE: <u>8/11/2021</u>

NAME/SIGNATURE

Approved by:


MS. GINNY E. AMPIL
F&I Manager – Autohub

MS. MARGARITA O. ADEVA
HR Manager – Autohub