

Dear Jon and Sa,

I'm grateful for the past 2 years of working for you because of the compassion and opportunities presented to me. It's painful to admit, but I'm looking to continue my growth and journey somewhere else to become an even better service provider. This letter will be my official 2 weeks' notice, and I would like my last day to be the 16th of November. I can't thank you two enough for everything you've done for me, and I wish you all the best in the future.

Sincerely,

Kyle Schmoekel