

EXCUSE LETTER

November 30, 2023

THE MANAGER
SMCO Mall

Dear Sir/ Madam:

Please excuse **Ms. Jocelyn Tugadi, Merchandiser**, assigned to your outlet for our client **Unilever RFM Selecta Ice Cream Inc.** for being absent on December 1, 2023, due to her father's birthday and 40 days celebration.

Hoping for your approval.

Very truly yours,

AILEEN PESIGAN
Business Unit Manager

Noted by:



LESLIE ANN GONZALES
HR Generalist