

Aug 31, 2022

Botika ng Bayan, Mercedes St.,  
Brgy. North Poblacion, Masinloc,  
Zambales, 2211

To Botika ng Bayan,

Good day, Lizette C. Ela here, currently working as a pharmacist at Botika ng Bayan Masinloc Zambales Branch, would like to send this letter as my formal resignation to your good company.

I apologize this being so sudden but due to my personal health issues as I had previously gone hospital regarding my kidney and other related health issues that committing scheduled to work in your good company will be bad on my condition. It harms also my performance so instead of me dragging the whole company because of this, would like to give up the work and focus on my well-being for now and further.

I hope you understand my circumstances and looking forward to your kind consideration on this matter.

I wish the best for your good company.

Thankfully Yours,

Lizette C. Ela