



# GAP SECURITY AGENCY CORPORATION

Head Office: 3760 Noah Street, Countryside Village, San Rafael II, Noveleta Cavite 4105

Satellite Office: #06 Santiago Homes, SAV I, Sucat, Parañaque City

E-Mail: RBP\_GAPSecAg@yahoo.com.ph Mobile: (917) 805-2602

E-Mail: Ting\_M2000@yahoo.com Mobile: (919) 898-3857

Telephone: (46) 438-6890 / (46) 438-6864

## QUIT CLAIM, RELEASE AND WAIVER CLAIM

I, \_\_\_\_\_, Filipino of legal age and a resident of \_\_\_\_\_, Philippines hereby voluntarily declare:

That I have been completely paid of all my salaries, allowances, benefits and other monetary emoluments due me.

NOW, THEREFORE, I hereby RELEASED AND FOREVER ABSOLVED the GAP Security Agency, and its General Manager, Stockholders, Staff and Personnel from any and all kinds of claims, either criminal, civil in connection with my previous employment with the said Agency.

IN WITNESS WHEREOF, I hereunto affix my signature on this document this \_\_\_\_\_ at GAP Security Office, Cavite City, Philippines.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Detachment Commander

\_\_\_\_\_  
OIC / SIC

ATTESTED BY:

\_\_\_\_\_  
Administrative Officer

\_\_\_\_\_  
Operations Officer

APPROVED BY:

\_\_\_\_\_  
**MR. REYNALDO POBLETE**

General Manager



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\_\_\_\_\_  
Date

Subject : Request for Resignation & Clearance

To : The General Manager

I, \_\_\_\_\_ hereby tender my resignation effective on  
\_\_\_\_\_ for the following reason/s:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This resignation is voluntary, free from intimidation, coercion or force.

The undersigned requests that pertinent clearances be given to me.

The undersigned further manifest that he/she has no further claims, no cause of action against this agency, it's owner, officers and staffs either civilly or criminally. The undersigned also further states that he/she received all salaries and allowances and other benefits due me from GAP Security Agency.

\_\_\_\_\_  
Signature

Signed in the presence of:

\_\_\_\_\_  
Signature over printed name

\_\_\_\_\_  
Signature over printed name