

Mason Guerrero

IT Department

July 14, 2025

Grace Carter

Director of Human Resources

Adams and Johnson Ltd.

9496 Stonehaven Avenue, Suite 110, Santiago, Chile

Re: Resignation -- Mason Guerrero (EMP-0013)

Dear Grace Carter,

I respectfully submit my resignation from the position of Director in IT at Adams and Johnson Ltd., with my employment concluding on August 07, 2025.

I have made this decision because of relocating out of state, and I do so with genuine thanks for the support, mentorship, and opportunities provided to me here.

I am fully committed to a seamless transition and will document my work, assist with cross-training, and complete all standard exit formalities before I leave.

I would be glad to help in any way during my notice period. Thank you again.

Sincerely,

Mason Guerrero

Director, IT

Employee ID: EMP-0013