

Rania Lopez
Finance Department
August 11, 2025

Evelyn Rivera
Director of Human Resources
Falconstone and Lee Ltd.
8279 Brighton Peak Road, Suite 100, Eldon, IA

Re: Resignation -- Rania Lopez (EMP-0001)

Dear Evelyn Rivera,

I respectfully submit my resignation from the position of Sr Analyst in Finance at Falconstone and Lee Ltd., with my employment concluding on August 25, 2025.

I have made this decision because of personal/family reasons, 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,

Rania Lopez
Sr Analyst, Finance
Employee ID: EMP-0001