

Victoria Rivera  
HR Department  
June 04, 2025

Rania Johnston  
Director of Human Resources  
Fairmont and Gomez Ltd.  
9197 Highpoint Street, Suite 150, Nantes, France

**Re: Resignation -- Victoria Rivera (EMP-0020)**

Dear Rania Johnston,

I am writing to inform you of my decision to resign from my role as Coordinator in HR at Fairmont and Gomez Ltd., effective June 26, 2025.

This decision was driven by personal/family reasons. I want to thank you and the team for the support and the chance to develop professionally over the past years.

To ensure a smooth handover, I will prepare transition notes, brief my colleagues on outstanding items, and follow the company's standard offboarding steps before my departure.

I am happy to assist however I can during my remaining time.

With appreciation,

Victoria Rivera  
Coordinator, HR  
Employee ID: EMP-0020