

Amir Harris  
Marketing Department  
September 04, 2025

Daniel Watkins  
Director of Human Resources  
Parkview and Mitchell Ltd.  
7839 Northfield Road, Suite 110, Rabat, Morocco

**Re: Resignation -- Amir Harris (EMP-0034)**

Dear Daniel Watkins,

I am writing to inform you of my decision to resign from my role as Specialist in Marketing at Parkview and Mitchell Ltd., effective September 18, 2025.

This decision was driven by returning to school full-time. 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,

Amir Harris  
Specialist, Marketing  
Employee ID: EMP-0034