

Benjamin Scott
Legal Department
December 19, 2024

Dalia Brown
Director of Human Resources
Fairmont and Roberts Ltd.
4705 Clearwater Street, Suite 210, Lexington, MO

Re: Resignation -- Benjamin Scott (EMP-0015)

Dear Dalia Brown,

After careful consideration, I have decided to step down from my position as Sr Analyst in the Legal department. Please treat this as my formal notice, with a final working day of January 06, 2025.

The reason for my departure is returning to school full-time. I leave with gratitude for the experience and the relationships I have built here.

I will do everything I can to wrap up my responsibilities cleanly -- documenting processes, transferring knowledge, and completing the required exit procedures.

Thank you for your understanding and support.

Respectfully,

Benjamin Scott
Sr Analyst, Legal
Employee ID: EMP-0015