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| --- |
| **Resignation Certificate** |
|  | **Date\*：** |
| **Name \*** |  | **Department \*** |  |
| **Job Title** |  | **ID Number \*** |  |
| **Gender** |  | **Date of Birth \*** |  |
| **Employment date\*** |  | **Last Working Date\***  |  |
| **Resignation Reason** |  |
| **Remarks** |  |
| **We hereby certify that all the above information is true and correct** |
| **Company \*****( Full Name)**  |  |
| **Authorized Signatory \*** |  |
| **Company Address \*** |  |
| **Company Seal** |  |