3/29/21

Jacqueline De Leeuw 973-903-2373 Comfykomodo@gmail.com

Dear Mr. Miller

Please accept this letter as a formal notice that I am leaving my part time position as a custodian at Green Hills School by 4/9/21.

However I am more than happy to be available as a substitute when needed any day during the week, as well as morning summer help Wednesday-Friday.

Thank you for the opportunities I have been given with this position, I am truly grateful!

Sincerely,

Jacqueline De Leeuw