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Tesco PLC
Ms. Christie Patel

1 July 2025

Dear Ms. Patel,

I hope you are well. I am writing to formally resign from my role as Marketing Executive at Tesco PLC, with my final working day being 10th October 2025.

After careful consideration, I have decided to focus on my family and personal commitments following my maternity leave. This has been a difficult decision as I have thoroughly enjoyed my time at Tesco and am deeply grateful for the support I have received, particularly throughout my pregnancy and maternity leave.

I appreciate the opportunities I've had to grow both personally and professionally as part of such an innovative and forward-thinking team. I will do everything I can to ensure a smooth transition before my departure.

Thank you once again for your support and understanding.

Kind regards,
Sophie Williams