

March 26, 2021

Mr. Keanin Loomis  
President & CEO, Hamilton Chamber of Commerce

Dear Mr. Loomis,

Please accept this letter as my notice of resignation from my position as Physician Recruitment Coordinator at Hamilton Physicians. As per my contract, I am providing Hamilton Physicians with three weeks' written notice. My last day of work in the office will be Friday, April 9, and I would like to use my accumulated vacation time for the week of April 12 – 16<sup>th</sup>.

I'd like to thank the Physician Recruitment & Retention Committee for the opportunity to work in this position with Hamilton Physicians for the last three years. It has been a pleasure getting to know many of the physicians in the community, and I'm very appreciative of the experience I've gained through my time here.

Please let me know how I can be of assistance in this transition.

Sincerely,

Julia Hayes