

Minimum Wage Enhancement Notification

Date: [Insert Date]

Dear [Employee's Name],

We are pleased to inform you that, effective [Effective Date], the minimum wage will be increased to [New Wage Amount] per hour. This decision has been made to ensure fair compensation and to support our valued employees amid rising living costs.

We appreciate your hard work and commitment to [Company Name]. If you have any questions regarding this change, please feel free to reach out.

Thank you for being a valuable member of our team!

Sincerely,
[Your Name]
[Your Position]
[Company Name]