

Congratulations on Your Service Milestone!

Dear [Employee's Name],

We are thrilled to recognize and celebrate your remarkable achievement of [Number] years with [Company Name]. Your dedication, hard work, and commitment have truly made a difference in our organization.

Throughout your time here, you have contributed immensely to our team and have continually exemplified our core values. Your efforts have not gone unnoticed, and we are grateful for all that you do.

To honor your service milestone, we would like to invite you to a special celebration on [Date] at [Time]. This will be a wonderful opportunity for us to express our appreciation and for you to share your experiences with your colleagues.

Thank you once again for your incredible service. We look forward to celebrating this significant milestone together!

Warm regards,

[Your Name]
[Your Position]
[Company Name]
[Contact Information]