

Letter of Appreciation

Date: [Insert Date]

To: [Mentor's Name]

[Mentor's Address]

Dear [Mentor's Name],

We would like to take this opportunity to express our heartfelt appreciation for your invaluable contribution as a mentor in our Employee Mentorship Program. Your dedication and guidance have played a crucial role in fostering the personal and professional development of our mentees.

Your commitment to sharing your knowledge and experience has not only empowered those you mentored but has also inspired your colleagues to engage in meaningful mentorship. The time and effort you invested in this program have made a significant impact on our organization's culture.

Thank you once again for your exceptional support and leadership. We look forward to your continued involvement in our mentorship initiatives.

Sincerely,

[Your Name]

[Your Title]

[Company Name]