

# Dear Team,

We are excited to announce the launch of our new Team Incentive Program, designed to recognize and reward your hard work and dedication.

This program will offer various incentives, including bonuses, gift cards, and additional time off, to those who excel in their roles and contribute to our success as a team.

## Program Details:

- **Eligibility:** All team members.
- **Duration:** From [Start Date] to [End Date].
- **Criteria:** Performance metrics, teamwork, and project contributions.

We believe that this program will motivate our team to achieve even greater results and create a positive work environment.

If you have any questions or suggestions, please feel free to reach out.

**Best regards,**

[Your Name]

[Your Position]

[Company Name]