

# Dear Valued Patients,

I hope this message finds you in good health. I am writing to inform you that after many fulfilling years of practicing medicine, I have decided to retire. My last day in the office will be **[Last Working Day]**.

It has been my greatest honor to care for you and your families. I am deeply grateful for the trust you have placed in me over the years.

During this transition, I want to ensure that your care continues seamlessly. I recommend **[New Physician's Name]**, who will be taking over my practice. You can reach them at **[New Physician's Contact Information]**.

Thank you once again for allowing me to be a part of your health journey. Wishing you all the best for the future.

Warm regards,  
**[Your Name]**  
**[Your Practice Name]**  
**[Contact Information]**