

Sales Achievement Incentive Notification

Dear [Employee's Name],

Congratulations!

We are excited to inform you that you have achieved the sales goals set for this quarter. Your hard work and dedication have not gone unnoticed, and we are thrilled to recognize your outstanding performance with a sales achievement incentive.

Your achievement includes:

- Sales Target Achieved: [Sales Figure]
- Incentive Amount: [Incentive Amount]

This incentive will be included in your upcoming paycheck. Thank you for your commitment to excellence and for contributing significantly to our team's success.

Keep up the fantastic work!

Sincerely,

[Your Name]

[Your Position]

[Company Name]