

Employee Cumulative Bonus Eligibility Letter

Date: [Insert Date]

To,

[Employee Name]

[Employee Position]

[Company Name]

[Company Address]

Dear [Employee Name],

We are pleased to inform you about your eligibility for the cumulative bonus program for the year [Year]. Based on your performance and contributions to [Company Name], you have met the necessary criteria outlined in our bonus policy.

Details of your cumulative bonus eligibility are as follows:

- Bonus Amount: [Specify Amount]
- Eligibility Period: [Specify Period]
- Performance Metrics Achieved: [List Metrics]

We appreciate your hard work and dedication to the success of our organization. Your bonus will be processed and added to your next salary payment.

Thank you for your continued commitment to [Company Name].

Sincerely,

[Your Name]

[Your Position]

[Company Name]