

End-of-Year Cumulative Bonus Announcement

Dear Team,

As we approach the end of the year, we would like to take a moment to express our sincere gratitude for your hard work and dedication over the past year.

We are pleased to announce that, in recognition of your contributions to the company, we will be awarding a cumulative bonus to all eligible employees. This bonus is a reflection of not only your individual efforts but also our collective achievements as a team.

The details of the bonus distribution are as follows:

- **Total Amount:** \$[Total Amount]
- **Distribution Date:** [Distribution Date]
- **Eligible Employees:** All full-time staff who have been with us for over [Time Period]

Thank you once again for your remarkable contributions. We look forward to another successful year ahead!

Warm regards,

[Your Name]

[Your Position]

[Company Name]