

Dear [Coworker's Name],

As you prepare to embark on this new chapter of your life, I wanted to take a moment to share some fond memories that we have created together during our time at [Company Name].

Remember those late nights we spent working on the [specific project]? Your sense of humor made even the toughest deadlines enjoyable. I still laugh when I think about that time you [insert funny incident].

Our coffee breaks were always a highlight of my day. I cherished our discussions about [insert topics, e.g., travel, hobbies], and your insights made a lasting impression on me.

It's hard to believe that our daily interactions will come to an end, but I am so grateful for the friendship we have built. Your support and encouragement have meant so much to me.

Wishing you all the best in your retirement! I hope it brings you joy, relaxation, and many new adventures.

Keep in touch!

Sincerely,
[Your Name]