

# Dear [Teammate's Name],

I hope this message finds you well. I wanted to take a moment to express my heartfelt thanks for your unwavering support and assistance during [specific project or situation]. Your dedication and teamwork made a significant difference.

Your willingness to go above and beyond, whether it was through [specific actions they took], truly exemplifies what it means to be a great teammate. I am grateful for your guidance and encouragement, and I feel fortunate to work alongside you.

Thank you once again for being such an integral part of our team. I look forward to continuing our collaboration and achieving great things together!

Warm regards,

[Your Name]

[Your Position]