

Retirement Announcement

Dear Friends and Colleagues,

It is with mixed emotions that I announce my retirement from my position at [Company Name], effective [Retirement Date]. After [Number] years of dedicated service, it is time for me to embark on a new chapter in my life.

I am grateful for the countless memories, friendships, and experiences that I have gained during my time here. Each moment has contributed to my personal and professional growth, and I appreciate all the support and collaboration over the years.

I look forward to staying connected and cherishing the bonds we have formed. Thank you for being an integral part of my journey.

Warm regards,
[Your Name]