

Letter of Acknowledgment of Long Service Contributions

Date: [Insert Date]

To: [Employee's Name]

[Employee's Address]

Dear [Employee's Name],

On behalf of [Company Name], I would like to extend our sincere gratitude for your dedicated service over the past [number of years] years. Your commitment and contributions have played a significant role in the success of our team.

Your hard work, loyalty, and dedication are truly appreciated, and we are thankful to have you as part of our organization. We are excited to celebrate this milestone with you.

Thank you once again for your long-standing service and outstanding contributions. We look forward to many more years of collaboration and success.

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]