

Service Milestone Celebration Notification

Dear [Employee's Name],

We are excited to announce that we will be celebrating your incredible achievement of [number] years of dedicated service with [Company Name]. This milestone is a testament to your hard work, commitment, and the valuable contributions you have made to our team.

The celebration will take place on [Date] at [Time] in [Location]. We encourage you to join us for a day filled with recognition, gratitude, and camaraderie as we honor your commitment and celebrate this significant moment in your career.

Please RSVP by [RSVP Date] so we can make the necessary arrangements.

Thank you for your remarkable service and dedication. We look forward to celebrating this special occasion with you!

Best regards,
[Your Name]
[Your Title]
[Company Name]