

Dear [Team Member's Name],

As you prepare to leave our team, I wanted to take a moment to express my heartfelt appreciation for all the contributions you have made during your time with us.

Your dedication, hard work, and sportsmanship have not only inspired your teammates but have also greatly enriched our overall team dynamic. Your positive attitude and enthusiasm have made every practice and game enjoyable.

We will certainly miss your energy and talent on the field. Thank you for being a fantastic teammate and for all the unforgettable memories we've shared. Wherever your next journey takes you, I have no doubt you will continue to succeed and inspire others.

Wishing you all the best in your future endeavors!

Sincerely,

[Your Name]

[Your Position on the Team]