

Letter of Acknowledgment

Date: [Insert Date]

Dear [Teacher's Name],

On behalf of [School Name], we would like to extend our heartfelt appreciation for your remarkable years of dedicated service. Your commitment to education and your positive influence on countless students has been invaluable.

As you step into this new chapter of your life, please know that your contributions have left a lasting impact on both the staff and students. We are grateful for the wisdom you have shared and the enthusiasm you've inspired in our community.

Thank you for your passion, dedication, and the many memories we have created together. We wish you all the best in your retirement!

Sincerely,

[Your Name]

[Your Position]

[School Name]