

# Congratulations on Your Discretionary Bonus Award!

Dear [Employee Name],

We are pleased to inform you that you have been awarded a discretionary bonus for your exceptional performance and contributions to the team over the past year. Your hard work and dedication have not gone unnoticed, and we are grateful for the positive impact you have made on our organization.

The amount of your bonus is [Bonus Amount], and it will be reflected in your next paycheck. This award is a testament to your commitment and the vital role you play in our success.

Thank you for your continued efforts and for being a valued member of our team. We look forward to achieving even greater success together in the future.

Warm regards,

[Your Name]

[Your Position]

[Company Name]