

Special Bonus Distribution Announcement

Dear [Team/Employee Name],

We are thrilled to announce a special bonus distribution as a token of appreciation for your hard work and dedication over the past year. This bonus reflects our recognition of your exceptional contributions to the success of our organization.

The bonus will be distributed on [date] and will be directly deposited into your payroll account. The amount you will receive is [amount/percentage].

Thank you for your continued efforts and commitment. We look forward to achieving more milestones together!

Sincerely,

[Your Name]
[Your Position]
[Company Name]