

Letter of Commendation

Date: [Insert Date]

To: [Janitor's Name]

From: [Your Name]

Subject: Commendation for Outstanding Service

Dear [Janitor's Name],

I am writing to express our heartfelt appreciation for your diligent efforts and unwavering commitment to our school community. Your hard work and dedication in maintaining a clean and safe environment for our students and staff do not go unnoticed.

Your attention to detail and willingness to go above and beyond ensure that our school remains a welcoming place for everyone. The positive impact of your efforts is felt daily, and we are truly grateful for all that you do.

Thank you once again for your outstanding service. We value you as an integral part of our school family.

Warm regards,

[Your Name]

[Your Position]

[School Name]

[Contact Information]