

# Commendation Letter

Date: [Insert Date]

To: [Retired Soldier's Name]

[Retired Soldier's Address]

Dear [Retired Soldier's Name],

On behalf of the [Unit/Branch of Service], I would like to express our sincerest gratitude for your dedicated service and unwavering commitment during your time in the military.

Your exemplary courage and leadership displayed throughout your career have greatly contributed to the mission and values we uphold. Your sacrifices and contributions to our nation will always be remembered and honored.

As you embark on this new chapter of your life, know that your legacy will continue to inspire future generations of service members.

Thank you once again for your honorable service. We wish you all the best in your future endeavors.

Sincerely,

[Your Name]

[Your Title]

[Unit/Branch of Service]