

Announcement of Editorial Change

Date: [Insert Date]

Dear [Recipient's Name],

We are writing to inform you of an important change in our editorial team. Effective [Insert Effective Date], [New Editor's Name] will be joining us as the [Position] of [Publication Name]. [New Editor's Name] brings a wealth of experience and a fresh perspective to our publication, and we are excited to have them on board.

We want to take this opportunity to thank [Previous Editor's Name] for their invaluable contributions during their time with us. Their dedication and hard work have greatly impacted our publication, and we wish them the best in their future endeavors.

We believe that this change will enhance our ability to serve our readers and continue to provide high-quality content.

Thank you for your continued support.

Sincerely,

[Your Name]
[Your Position]
[Publication Name]