

Dear [Colleague's Name],

I hope this message finds you well. As you prepare to embark on this new chapter of your life, I wanted to take a moment to express my heartfelt sentiments regarding your retirement.

It has been a pleasure working alongside you, and your presence will surely be missed in our daily routine. Your dedication and hard work have not only contributed to our team's success but have also inspired us all.

While this transition brings a sense of sadness, I also celebrate this exciting time for you. I hope your retirement is filled with joy, relaxation, and the pursuit of passions you've always wanted to explore.

Please keep in touch; I would love to hear all about your adventures in the days to come.

Wishing you all the best for this new phase of life!

Sincerely,
[Your Name]