

# Letter of Recognition

Date: [Insert Date]

To: [Waitress's Name]

From: [Your Name]

Subject: Recognition for Your Outstanding Service

Dear [Waitress's Name],

I am writing to formally recognize and commend you for your exceptional efficiency and professionalism in your role as a waitress at [Restaurant Name]. Your dedication to providing outstanding service has not gone unnoticed.

Your ability to handle busy shifts with grace and speed while maintaining a positive attitude exemplifies the standard of excellence we strive for. Guests often commend your attention to detail and your keen ability to anticipate their needs, which greatly enhances their dining experience.

Thank you for your hard work and commitment to excellence. You are a valuable member of our team, and we are grateful to have you with us.

Sincerely,

[Your Name]

[Your Position]

[Restaurant Name]