

Letter of Commendation

Date: [Insert Date]

To: [Crew Member's Name]

Position: [Crew Member's Position]

From: [Your Name]

Position: [Your Position]

Company: [Cruise Line Name]

Dear [Crew Member's Name],

I am writing to formally commend you for your exceptional performance during our recent cruise. Your dedication, professionalism, and outstanding service have significantly contributed to the overall positive experience of our guests.

Your ability to handle challenging situations with grace and poise is truly commendable. Many guests have expressed their gratitude for your attentiveness and willingness to go above and beyond to ensure their satisfaction. Your teamwork not only enhanced the morale of your colleagues but also set a wonderful example for others.

Thank you for your hard work and dedication. It is crew members like you who make our cruises memorable and enjoyable. We look forward to seeing your continued success and contributions on future voyages.

Warm regards,

[Your Signature]

[Your Name]

[Your Position]

[Cruise Line Name]