

Service Contribution Recognition Proposal

Date: [Insert Date]

To: [Recipient Name]

[Recipient Title]

[Company/Organization Name]

[Address]

Dear [Recipient Name],

I hope this letter finds you well. I am writing to propose a recognition initiative to acknowledge and appreciate the contributions of our exceptional team members who have consistently delivered outstanding service.

Our team has made significant strides in [briefly describe specific contributions or achievements]. To honor their efforts, I propose the following recognition activities:

- A monthly award for "Employee of the Month" with a certificate and a special mention in our company newsletter.
- Annual recognition event to celebrate the team's accomplishments, featuring awards, speeches, and team-building activities.
- Implementation of a peer recognition program where colleagues can nominate each other for exemplary service.

I believe that recognizing our employees' efforts will boost morale, enhance teamwork, and encourage continued excellence.

Thank you for considering this proposal. I am looking forward to discussing it further and exploring the best ways to implement these initiatives.

Sincerely,

[Your Name]

[Your Title]

[Your Company/Organization]

[Your Contact Information]