

# Seasonal Rewards Announcement

Dear [Employee/Team Name],

As we enter the [season or holiday], we want to take a moment to express our gratitude for your hard work and dedication throughout the year. To celebrate this special season, we are excited to announce our Seasonal Rewards Program.

This year, all eligible employees will have the opportunity to receive the following rewards:

- [Specific Reward 1]
- [Specific Reward 2]
- [Specific Reward 3]

To qualify for these rewards, please ensure that you meet the following criteria:

1. [Criteria 1]
2. [Criteria 2]
3. [Criteria 3]

We hope these rewards inspire you to continue your excellent work! Thank you for being an essential part of our team. If you have any questions, please feel free to reach out to [Contact Person or Department].

Wishing you a joyful and fulfilling [season],

Sincerely,  
[Your Name]  
[Your Position]  
[Your Company]