

Dear [Recipient's Name],

I hope this message finds you well. I wanted to take a moment to express my heartfelt appreciation for the thoughtful retirement gift you presented to me. Your kindness truly touched my heart.

The [specific gift] is not only beautiful but also a wonderful reminder of the memories we shared during my time here. It's a special token that I will cherish as I move into this new chapter of my life.

Thank you once again for your generosity and thoughtfulness. I am grateful to have had the opportunity to work with you and will always remember our time together fondly.

Warmest regards,

[Your Name]