

# Letter of Recognition

Date: [Insert Date]

To: [Barista's Name]

From: [Your Name]

Subject: Acknowledgment of Your Kindness

Dear [Barista's Name],

I hope this message finds you well. I wanted to take a moment to express my heartfelt gratitude for the kindness and warmth you show to every customer at [Coffee Shop's Name]. Your friendly demeanor and attention to detail truly enhance the experience for all who visit.

Your willingness to go above and beyond, whether it's remembering a regular's favorite order or sharing a genuine smile, makes a significant difference. It's clear that you put your heart into your work, and it does not go unnoticed.

Thank you once again for your exceptional service and kindness. You are an invaluable member of our community.

Warm regards,

[Your Name]

[Your Contact Information]