

Dear [Teammate's Name],

I hope this message finds you well. I wanted to take a moment to extend my heartfelt congratulations on your recent achievement. Your hard work and dedication have truly paid off, and it's inspiring to see your efforts recognized.

Working alongside you has been a privilege, and I appreciate the positivity and energy you bring to our team. Your success is a testament to your commitment, and I am excited to see what you will accomplish next.

Keep up the fantastic work! I'm here to support you as we continue to achieve great things together.

Warm regards,

[Your Name]

[Your Position]

[Your Contact Information]