

Dear Team,

I am writing to express my heartfelt appreciation as I prepare to retire. It has been a true privilege to work alongside such talented and dedicated individuals.

Over the years, we have shared countless memories, accomplishments, and challenges. Each of you has contributed to my journey in ways that I will always cherish.

Thank you for your support, camaraderie, and the wonderful moments we've created together. Although I am looking forward to this new chapter in my life, I will miss each of you dearly.

Wishing you all continued success and happiness. Keep in touch!

Warmest regards,

[Your Name]