

Retirement Announcement

Dear friends and colleagues,

After [number] years of dedicated service, I am excited to announce my retirement from [company/organization name]. My last day will be [date].

It has been a remarkable journey filled with wonderful memories, cherished friendships, and incredible experiences. I am grateful for the support and camaraderie over the years.

I look forward to embarking on this new chapter of my life, filled with adventure and relaxation. Thank you all for being a significant part of my career.

Warm regards,

[Your Name]