

# Letter of Gratitude

Date: [Insert Date]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to express my heartfelt gratitude for your willingness to accommodate my custom work hours. Your flexibility has made a significant difference in my work-life balance, allowing me to meet my personal commitments while continuing to contribute effectively to our team.

Your understanding and support have not gone unnoticed, and I truly appreciate the extra effort you have made to ensure my success. It is a pleasure to work in such a supportive environment.

Thank you once again for your kindness and consideration.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]