

Letter of Appreciation

Date: [Insert Date]

To: [Interim Staff Name]

From: [Your Name]

Subject: Appreciation for Your Support

Dear [Interim Staff Name],

I hope this message finds you well. I would like to take a moment to express my heartfelt appreciation for your incredible support during your time as interim staff. Your dedication and professionalism have made a significant impact on our team and operations.

Your willingness to jump in and tackle challenges head-on has not gone unnoticed. The skills and positive attitude you brought to our workplace contributed greatly to maintaining our productivity and morale.

Thank you once again for your hard work and commitment. We wish you all the best in your future endeavors and hope to cross paths again.

Sincerely,

[Your Name]

[Your Position]

[Your Company]