## **Humorous tone for a friendly environment**

Hey [Employee Name],

So you're leaving us early? We'II miss you around here, but we get itâ€"life is calling! Your last day will be [Early Release Date], so make sure to finish your projects and leave us with some good memories.

Don't forget us when you're famous! Best of luck on your next adventure.

Cheers,

[Team Lead Name]

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