

Farewell Email to Client

Subject: Farewell and Continued Partnership

Dear [Client's Name],

I wanted to inform you that I will be leaving [Company Name] as of [Last Working Date]. It has been a pleasure collaborating with you and supporting your goals over the years.

I sincerely appreciate the trust and cooperation you have extended to me and our team. Working on your projects has been both fulfilling and educational. Please be assured that my colleague [New Contact Name] will continue to provide you with the same level of service and dedication.

Thank you for the valuable partnership and support. I wish you continued success and hope our paths cross again in the future.

Warm regards,

[Your Name]

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