

Informal message praising good work

Subject: Great Job!

Hi [Employee Name],

I just wanted to say a big thank you for the fantastic work you did on [Project/Task]. Your creativity and dedication really stood out, and it made a huge difference.

Keep it up!

Best,

[Manager Name]

Get more templates here:

<https://www.lettersandtemplates.com/letters/letter-of-appreciation-for-good-work>