Preliminary Probation Confirmation Letter

Dear [Employee Name],

This letter serves as a preliminary confirmation that your probationary period has ended successfully. Final documentation and formal confirmation will follow, but we wanted to acknowledge your excellent performance during this period.

Thank you for your hard work and dedication.

Kind regards,

[HR Manager Name]

Get more templates here:

https://www.lettersandtemplates.com/letters/probation-confirmation-letter