

Warm farewell message to team members

Subject: Thank you for an incredible journey together

Dear Team,

As I prepare to close this chapter of my career, I find myself overwhelmed with gratitude for each of you. Working alongside such talented, dedicated, and genuinely wonderful people has been the highlight of my professional life.

Over the years, you've not only been colleagues but true friends who supported me through challenges and celebrated victories together. The late nights we spent on projects, the brainstorming sessions that led to breakthrough solutions, and even our casual conversations over coffee have all contributed to making this workplace feel like a second home.

I want you to know that the skills I've learned from each of you, the laughter we've shared, and the memories we've created will stay with me long into retirement. You've made coming to work a joy rather than an obligation, and that's a rare gift.

Please keep in touch, and know that my door is always open for any of you. I look forward to hearing about your continued successes and perhaps sharing stories of my retirement adventures.

With deepest appreciation and warm regards,

[Your Name]

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