

Subject: Goodbye and Thank You

Dear Team,

As many of you know, today is my last day at [Company Name]. I wanted to take a moment to express my heartfelt gratitude to each of you.

Working alongside such talented and supportive colleagues has been an incredible experience. I've learned so much and will cherish the memories we've created together.

Please feel free to stay in touch. You can reach me at my personal email [Your Email] or connect with me on LinkedIn [LinkedIn Profile Link].

Wishing you all continued success and happiness.

Best regards,

[Your Name]

[Your Job Title]