

Subject: Farewell and Best Wishes

Dear Team,

As I prepare to say goodbye on my final workday, I wanted to take a moment to express my heartfelt gratitude to each and every one of you. Working alongside such talented and dedicated individuals has been a truly enriching experience.

I've cherished our collaboration, shared challenges, and countless laughter. I will carry these memories with me as I embark on a new chapter in my career.

Thank you all for your support, kindness, and camaraderie. I wish you continued success and hope our paths cross again in the future.

Warmest regards,

[Your Name]