

Formal recognition for years of dedicated service

Subject: Recognition of [X] Years of Dedicated Service

Dear [Employee Name],

As you celebrate [number] years of service with our organization, I want to take this opportunity to formally recognize your unwavering dedication and consistent performance throughout your tenure.

Over the years, you have demonstrated remarkable loyalty, adaptability, and professionalism. You have witnessed and contributed to significant changes in our company, always embracing new challenges with a positive attitude and strong work ethic.

Your institutional knowledge, mentoring of newer employees, and steady performance have been invaluable to our organization's growth and success. You have set an example of what it means to be a committed and reliable team member.

Thank you for your years of faithful service. We look forward to many more years of your valuable contributions.

With deep appreciation,

[Your Name]

[Your Title]

Get more templates here:

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