

Lighthearted Appreciation Note

Subject: You Deserve a Standing Ovation (and Probably a Vacation)

Hey [Employee's First Name],

If there were an award for "Most Reliable and Fun Employee," you'd win hands down!

Your ability to meet deadlines, solve problems, and still keep everyone laughing is truly impressive.

Thanks for bringing both productivity and positivity to the office. You make the workday

brighter—and you totally deserve an extra coffee on the company (or maybe a whole week off!).

Stay awesome,

[Your Name]

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