

Professional farewell letter with appreciation

Subject: Thank You and Farewell

Dear [Manager's Name],

As my time at [Company Name] comes to an end, I would like to sincerely thank you for your support and mentorship. Under your leadership, I gained valuable insights, enhanced my skills, and achieved professional milestones that I am truly proud of.

You have not only been a manager but also a guide who consistently encouraged me to perform my best. I deeply appreciate the opportunities you entrusted to me and the positive work environment you created.

Although I am excited about new opportunities, I will always value the experience of working with you. Thank you once again for everything.

Kind regards,

[Your Name]

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