

## Informal maternity leave message for colleagues

Subject: Maternity Leave Update

Hey Team,

Just a quick note to let you all know I'll be starting my maternity leave from [date]. I'll miss working with you during this time, but I'm excited for what's ahead. I'll keep in touch and share some updates once the baby arrives!

See you all in a few months.

Cheers,

[Your First Name]

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