

Happy bonus payment message

Subject: Congratulations! Bonus Payment Advice

Dear [Employee Name],

Congratulations! We are delighted to inform you that your performance bonus has been approved and processed.

Bonus Details:

- Bonus Type: [Performance/Year-end/Holiday]
- Gross Bonus Amount: \$[Amount]
- Tax Deductions: \$[Amount]
- Net Bonus Payment: \$[Amount]
- Payment Date: [Date]

This bonus reflects our appreciation for your exceptional contributions during [time period]. Your hard work and dedication have not gone unnoticed, and we're proud to have you on our team.

The payment has been deposited into your regular payroll account. Congratulations once again, and thank you for your continued excellence!

With appreciation,

[Manager Name]

[Department]

[Company Name]

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