

Emotional Farewell Message

Subject: Your Resignation - Mixed Feelings

Dear [Employee Name],

Your resignation letter came as quite a surprise, and I must admit, it's difficult to imagine our team without you. While I respect your decision and understand that career growth sometimes requires new paths, I can't help but feel a sense of loss.

Over the past [Duration], you've become more than just a colleague – you've been a cornerstone of our department. Your creativity, dedication, and positive spirit have touched everyone around you. The way you handled [Specific Situation] and your innovative approach to [Project] are just a few examples of why you'll be deeply missed.

I want you to know that while we're sad to see you go, we're also incredibly proud of the opportunities that await you. Your decision shows courage and ambition, qualities that have always defined you.

Please don't be a stranger. Our doors are always open, and I hope you'll keep in touch. I'd love to hear about your new adventures and successes.

With warm regards and best wishes,

[Your Name]

[Your Title]

Get more templates here:

<https://www.lettersandtemplates.com/letters/response-to-resignation-letter>