

# Manager's speech honoring retiree

Subject: Farewell and Best Wishes

Dear Team,

Today, we bid farewell to [Employee's Name], who has been an invaluable member of our organization. Your commitment, guidance, and mentorship have positively impacted every team member and project you touched.

We are grateful for your dedication and wish you a retirement filled with relaxation, new experiences, and happiness. Your legacy will continue to inspire us long after you've left.

With sincere appreciation,

[Manager's Name]

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