

Heartfelt Thank You Letter for Long-Term Service

Dear [Employee Name],

We would like to extend our deepest gratitude for your [number]-year tenure with [Company Name].

Your loyalty, hard work, and commitment have been instrumental in our growth and success.

Your contributions have touched many projects and colleagues, leaving a lasting impact on our organization. We sincerely appreciate your dedication and look forward to celebrating your achievements at the upcoming [event/retirement/anniversary].

With warm regards,

[Your Name]

[Position]

[Company Name]

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