

Friendly team email about internal transfer

Subject: Department Transfer Announcement

Hi Team,

I wanted to share some personal news with all of you. Starting from [Date], I will be moving from the [Current Department] to the [New Department].

It has been a wonderful experience working with all of you, and I truly appreciate the support and collaboration I've received here. While I'm excited for this new opportunity, I will definitely miss working alongside you.

Let's stay in touch, and I hope we'll continue collaborating across departments in the future.

Best wishes,

[Your Name]

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