

Professional Wedding Announcement Letter Template

Subject: Personal Announcement - Marriage of [Full Name]

Dear Colleagues and Professional Associates,

I am pleased to announce my recent marriage to [Partner's Full Name] on [Date]. The ceremony took place in [Location] surrounded by family and close friends.

Following our honeymoon, I will be returning to work on [Date]. Please note that my legal name will remain [Current Name]/will be changing to [New Name] effective [Date]. All professional correspondence and documentation should reflect this change accordingly.

I want to thank you for your understanding during my recent time away and look forward to continuing our professional relationships. My contact information remains the same, and I am excited to bring the same level of dedication and enthusiasm to my work as always.

Thank you for your continued support and friendship.

Best regards,

[Your Professional Name]

[Your Title]

[Company Name]

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