

Ladies and gentlemen,

As we gather here today to bid farewell to our dear colleague, [Colleague's Name], I find myself reflecting on the many memories we've shared. It's hard to imagine our workplace without [him/her/them], as [he/she/they] have been such an integral part of our team.

From the very first day [he/she/they] walked through those doors, [Colleague's Name] brought with [him/her/them] a sense of dedication and enthusiasm that inspired us all. Whether it was through [his/her/their] innovative ideas, or those lighthearted moments during lunch breaks, [he/she/they] made every day a little brighter.

I recall the countless projects we tackled together and how [Colleague's Name] consistently went above and beyond to ensure our success.

[His/Her/Their] work ethic and passion have left an indelible mark on us all, and [he/she/they] will certainly be missed.

As [he/she/they] embarks on this new adventure, I have no doubt that [he/she/they] will continue to achieve great things. So, let us raise a glass to [Colleague's Name]. May the road ahead be filled with success and happiness.

Thank you, [Colleague's Name], for everything. You'll always be a cherished part of our journey.

Cheers!