

Ladies and gentlemen,

As we gather here today, it is with mixed emotions that we bid farewell to a cherished colleague and friend. [Name], your contribution to our team and organization has been nothing short of remarkable. Your dedication, professionalism, and positive spirit have greatly impacted everyone around you.

We have shared numerous moments, faced challenges, and celebrated successes together. Through it all, you have been an inspiring leader and a supportive friend. You leave behind a legacy of hard work, integrity, and camaraderie that will be remembered by all of us.

As you embark on this new chapter in your life, we wish you success, happiness, and fulfillment in all your future endeavors. Please remember that you will always be a part of our family, and your presence will be truly missed.

On behalf of everyone here, thank you for everything. Good luck, and farewell.

Thank you.