

Ladies and gentlemen,

As we gather here today, we mark a moment both familiar and forward-looking. Reflecting on the journey we've shared, it's bittersweet to say goodbye to a colleague who has been an integral part of our team.

[Employee's name], your contributions have been invaluable, blending tradition with new ideas in ways that have propelled us toward success. Your ability to honor our legacy while pushing us towards innovation has been truly inspiring. Whether through your pioneering projects or your insightful mentorship, your impact will be felt long after you've stepped into your new adventure.

While we will miss your presence, we are excited to see where your talents will lead you next. Thank you for being a part of our journey, and for leaving a legacy that will inspire us to continue breaking ground.

Here's to new beginnings and the exciting paths ahead. Best of luck,

[Employee's name].

Thank you.