

Ladies and Gentlemen,

Today, we gather with mixed feelings to bid farewell to an incredible leader and mentor. As Manager, [Manager's Name] has been more than just a guide; they have been a cornerstone of inspiration and a beacon of dedication.

[Manager's Name], your leadership has been a profound influence on us all. Your ability to steer this team with wisdom, kindness, and integrity has set a standard that will continue to inspire us even in your absence. You've not only nurtured our professional growth but have also been a constant support on a personal level.

We are grateful for the vision and commitment you have consistently shown. You have left an indelible mark on our workplace culture, and for that, we cannot thank you enough. Your legacy of excellence and compassion will undoubtedly remain with us.

While it is difficult to say goodbye, we are excited for your new journey. We are confident that anywhere you go, you will achieve tremendous success and continue to uplift and inspire others as you did here.

Thank you once again for everything. You will be greatly missed, but you will always remain a cherished part of our lives. Best wishes for your future endeavors.

Thank you.