

1. ****Introduction****
 - Warm greeting to all attendees
 - Express purpose: to say farewell
2. ****Thanking the Company****
 - Acknowledge the company's support and growth opportunities
 - Highlight specific initiatives or projects that were meaningful
3. ****Appreciation for the Team****
 - Convey gratitude towards team members for their hard work and dedication
 - Mention notable achievements and team spirit
4. ****Personal Thank You****
 - Express personal gratitude to mentors and colleagues who made a difference
 - Share an anecdote or memorable moment
5. ****Lessons Learned****
 - Reflect on key lessons gained during the tenure
 - Discuss how these lessons will be applied in the future
6. ****Best Wishes for the Future****
 - Express optimism for the company's future success
 - Encourage team to continue their great work
7. ****Closing Remarks****
 - Share personal contact information for future connection
 - End with an emotional and positive farewell statement