

Retirement Congratulations Letter, complete letter of Congratulation example.

This is a retirement congratulations letter. The congratulations are written to congratulate someone for something. The writer should correctly address the reader of the letter. The writer should use impressive language while writing the letter.

To,

Mr. Anant Kapoor

G 65

Madura Road

New Delhi

Subject: **Retirement Congratulations Letter**

Dear friend Anant,

I am writing this letter to you to congratulate on your retirement. I got this news yesterday itself. I am very happy that you will now enjoy leisure. You had a very good work experience. Your work used to be appreciated every year in the office. Many times you got the award for best employee in your office. You sincerely carried out the post of senior sales manager in your company and served your company for 50 years. The company will always remember your service and contribution towards your job.

I still remember when we were in college and used to discuss about our career. But you made it towards your dream job. I also remember the day when you were appointed in your company.

Anyways this is your leisure time. You should now utilize your time for relaxing purpose. You should enjoy all the activities that you missed out when you were supposed to do. I know you must have planned to spend most of your time on your farmhouse.

May god give you happiness.

Yours Affectionately

Tartun Malhotra