**Retiring Employee’s Farewell Email Sample**

**Subject: Fond Farewell and New Beginnings**

Hey Everyone,

I hope this email finds you all in good spirits. Today, I'm reaching out to share some personal news with each of you. After years of memorable moments, hard work, and wonderful collaborations, I have decided to retire from my position here at [Company/Organization Name].

As I prepare to embark on this new chapter in my life, I cannot help but reflect on the incredible journey we've all shared together. The bonds we've formed, the challenges we've conquered, and the successes we've achieved will forever hold a special place in my heart.

It has been an absolute privilege to work with such an outstanding team of individuals. Your dedication, creativity, and unwavering support have been the driving force behind our collective accomplishments. Each day, I have felt inspired by your passion for excellence and your willingness to go the extra mile.

While I look forward to the leisurely days of retirement, I will undoubtedly miss the vibrant atmosphere and the camaraderie we've cultivated here. Please know that I leave with a sense of gratitude and immense pride in being a part of this remarkable team.

I trust that this isn't a final farewell but rather a new beginning, and I sincerely hope our paths will cross again in the future. In the meantime, you can always reach me at [Your Personal Email Address] to keep in touch.

Thank you once again for making my time at [Company/Organization Name] truly remarkable. I'll cherish the memories we've shared, and I wish all of you continued success and happiness in your respective journeys.

With heartfelt gratitude,

Roger Smith