Farewell email

**To:**

**Cc:**

**Bcc:**

**Subject:**

**Message Subject**

Dear All,

I want to let all of you that I’m leaving the company and this is my last day at work here. I’ll be joining as the Marketing Head of Kite Group of Companies from day after tomorrow.

I have really liked working here and appreciate all of you for your support. You have helped in times of need and I will always remember all of you. Although I am quite excited for the new job but I’m sad to leave you all behind.

I had an amazing experience working with you all and I have learnt a lot from each one of you. I hope that my new jobs will also p4rovide me with great friends and colleagues like you all here.

The time I have spent in this company will be cherished by me forever.

Hope to keep in touch with all of you. Thank you all for everything.

Best wishes to all of you.

Yours Sincerely,

Robin Williams

High Tech Solutions

03.08.2013