
Letter for Award Recognition

John Smith

Director of Human Resources

ABC Corporation

123 Business Rd.

Metropolis, NY 10001

john.smith@abccorp.com

(555) 123-4567

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Jane Doe

Senior Project Manager

ABC Corporation

456 Industry Blvd.

Metropolis, NY 10001

Dear Jane,

I am thrilled to extend my heartfelt congratulations to you on receiving the **Outstanding Leadership Award**. This recognition is a testament to your hard work, dedication, and outstanding contributions to our company's project management initiatives.

Your commitment to excellence has not only earned you this prestigious award but has also set a benchmark for others to aspire to. Your innovative approach and unwavering dedication have been instrumental in achieving the successful launch of our flagship project, which has left a significant impact.

We are proud to have someone of your caliber as part of our team. Your achievements inspire those around you and bring great pride to ABC Corporation. It is individuals like you who enhance our collective endeavors and drive our success forward.

Once again, congratulations on this well-deserved recognition. We look forward to celebrating more of your achievements and seeing your continued impact on our operations.

Sincerely,

John Smith