Dear Mr. Boulevard

I would like to inform you that I am about to retire from my position as a customer service representative from your company, effective Dec 25, 2009.

I wanted to say thank you for the different opportunities you gave me. Your company helped me so much in developing my professional and personal growth. Truly, I have enjoyed every working in your company and I appreciate your sincerity to help me during my tenure with the company.

While I wait for my retirement, I will miss everything from your company especially with the bonds that I have established from your employees.

Again, I would like to say thank you for the opportunities you gave me and I look forward on meeting with you personally to discuss other matters.

If I can be of any assistance, never hesitate to call me over the phone.

Sincerely,

Chris Tucker