

Appreciation Email for Support

To- manish123@gmail.com [Sample Email]

Cc- puneet123@gmail.com, mukesh123@gmail.com
[Sample Email]

Subject- A note of thanks for your support during the conference.

Dear Manish,

The Marketing Conference was held at very short notice, but the way you had your team prepared to help us out was commendable. The conference had nothing to do with your department, but you stepped in for it, and this shows the camaraderie which everyone shares within the organization. The Board is very happy about this display of cooperation of yours and would like to reward you with a little gift.

Thank You.

Regards,
Anil Bhardwaj

