To: team@vpenterprises.com  
From: charles@gmail.com  
SUBJECT: Goodbye Letter.

Greetings,

It is time for me to move on. So, with a very heavy heart, I wish to say goodbye to all of you. Since tomorrow is my last working day in this organization, I would like to take this opportunity to thank all my superiors who have helped me grow as a person and as a professional. I would also like to thank all my colleagues for their untiring support and their display of faith in me.

I do not wish to leave but since my family and I are relocating to Boston, I guess I have but no option other than to leave. I shall miss each one of you and hope to see you again in some corner of the world.

I hope to stay in touch with you all and wish you all the best in all your future endeavors.

Thank you,

Best Wishes,  
Charles Carlton