Sample business Christmas letter 1

From: Michael Smith – General Manager

To: Employees R&A (Communication department) Dear employees:

 **It is a pleasure to wish you through this e-mail, a wonderful Christmas and a Happy New Year**. I hope that union and love predominate in these holidays in your home. e to express to all of you, who work in this important area, how grateful we are because of your performance and commitment you´ve shown during this year.

On the other hand, **I would like to express the sincerest wish that during Christmas and New Year,** all your aspirations would come true, in your personal life and professional development.

Before ending these words, I take the opportunity to reaffirm once again my deepest gratitude for all of you, for the time, patience and good vibes you give to this job, always taking in consideration the objectives of the company.

**Merry Christmas and a Happy New Year**!

Are the sincere wishes of R&A