# Thank You Farewell Letter to Boss

To,

Alex Mathews

Head, Marketing Department

Joseph and Klein international company

A-55, Golf down road, Putney

New Jersey, USA

Date: 12th Aug 2014

Subject: thanking you and bidding farewell

Dear Sir,

I, Adrian Adams, the marketing executive working for this company am writing this letter to you to bid you goodbye as you leave the workplace and to thank you for your help, support and mentorship all these years.

You have been a great inspiration not just for me but for the entire marketing department of the company. I thank you for helping me out each time I made a mistake and also for those times when you were more than a teacher to me. As you leave, memories of the experiences shared with you are clouding my mind and I wish that you have a superb time after your farewell.  You are one of the best bosses that anyone can ask for and have really been a guide to me for the last 4 years.

I wish you all the best for all your future endeavors. Hope to be in touch

Thanking you again

Good bye

Adrian Adams