**Employee Recognition Letter**

Hi LeeAnn,

Wow — the way you contributed to the client meeting earlier today was incredible!

I was really looking forward to how you handled taking the lead on laying out our new marketing campaign, and you knocked it out of the park. You laid out justifications in detail for each step we’d taken in their previous campaign, and your mastery of the data we’ve collected let you list the impressive results we’ve achieved clearly and concisely. Not only did you demonstrate the positive impact our work has had, but you also had a plan prepared that married our winning strategy to their specific concerns, and you were ready to lay it all out. I’ve never seen a team member exemplify our core value of driving success so well.

You were an absolute rock star. I’m confident that with the roadmap you laid out today with our client, we’re on the path to success. We’re lucky to have you on our team. Keep going above and beyond and big things will be coming your way.

I’m encouraging everyone else on the team to recognize you as well. I know that you’ll find a great reward in the catalog to redeem the many points coming your way!

Thanks for all that you do,

Phoebe