**A company-wide goodbye email**

**Subject line**: Keeping in touch

To my ABC Collective colleagues,

As you all have heard, my last day with the company is tomorrow, May 2.

Before I leave, I want to let you all know how much I've enjoyed my time working for ABC Collective. This is an incredible company, and I feel fortunate to have been a part of it for these past seven years. It's been a pleasure working with each one of you, and I wish you all nothing but the best.

Although you won't see me around the office any more, please don't be a stranger. My personal email is firstnamelastname@gmail123.com, and you can find me on LinkedIn at linkedin.com/in/firstnamelastname123.

I look forward to keeping in touch and seeing what you all continue to accomplish!

All my best,

Blake