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Appreciate Your Accomplishments

Welcome, everyone. On behalf of Retiree's Name and ABC Company, I want to thank you all for attending the retirement luncheon. Retiree's Name has worked here for 25 years and this is a well-earned break for her. From starting in the mailroom to moving into the position of buying assistant and finally ending her career as regional buying supervisor, she has helped ABC Company become one of the top retailers in the Northeastern region. You created the XYZ process for ordering that overhauled the entire department and it was a contribution we will never forget . . . [continue discussing various career milestones].

Retiree Name, you have been a mentor to many people who have worked alongside you during your time here. You developed a rapport with everyone who worked alongside you that made us all feel like we were friends rather than teammates. Your dedication and commitment to the job, as well as your family, has been something we all strive to emulate in our own work and personal lives. A few of your coworkers and supervisors have offered me a few words they wanted to share with you, and I'll mention them here: [offer a few personal words from coworkers and clients].

Above all, Retiree's Name, we will miss you here at ABC Company. It won't be the same without you here, but we want to wish you the best in your retirement. Know you'll always have a desk in our memories! Let's all raise a glass and toast to Retiree's new adventures!