[Company Name]
[Department Name]
[Date]

To: [Employee Name]
Employee ID: [ID Number]

Subject: Notification of Departmental Revenue Target Bonus

Dear [Employee Name],

We are pleased to inform you that our department has successfully met the revenue targets set for the period of [Start Date] to [End Date]. As a result of this achievement, you are eligible for a performance bonus.

Bonus Details:

- **Target Achieved:** [Revenue Amount/Percentage]
- **Bonus Amount:** [Currency Symbol][Amount]
- **Payment Date:** [Date]

This bonus reflects your hard work and contribution toward the department's financial success. The payment will be processed through the standard payroll system and will be subject to applicable tax withholdings.

Thank you for your continued dedication to the team. We look forward to reaching our future goals together.

Sincerely,

[Manager Name]
[Title]
[Company Name]