

[Date]

[Employee Name]

[Employee ID]

[Department]

Dear [Employee Name],

We are pleased to inform you that you have been awarded the Cultural Ambassador Peer Recognition Bonus in the amount of [Amount].

This award is the result of a nomination by your colleague, [Nominator Name], who highlighted your exceptional commitment to our company values. Specifically, you were recognized for:

[Insert brief description of the specific action or behavior mentioned in the nomination]

Being a Cultural Ambassador means you lead by example, fostering a positive work environment and inspiring those around you. We truly value the impact you have on our team and the overall company culture.

This bonus will be included in your next paycheck on [Pay Date]. Thank you for your hard work and for representing the very best of our organization.

Sincerely,

[Manager Name]

[Title]

[Company Name]