

[Date]

[Employee Name]

[Employee ID]

[Department]

**Subject: Notification of Patent Commercialization Success Bonus**

Dear [Employee Name],

We are pleased to inform you that you have been awarded a one-time performance bonus in recognition of the successful commercialization of the following patent:

**Patent Title:** [Insert Patent Title]

**Patent Number:** [Insert Patent Number]

**Commercialization Milestone:** [e.g., Product Launch / Licensing Agreement / Revenue Threshold]

Your innovative contributions and dedication to the development of this intellectual property have directly resulted in significant value for [Company Name]. This bonus serves as a token of our appreciation for your technical excellence and commitment to our growth.

**Bonus Amount:** \$[Amount]

**Payment Date:** [Date]

This payment will be processed through the standard payroll system and is subject to applicable tax withholdings. All other terms of your employment agreement regarding intellectual property remain in effect.

Congratulations on this achievement. We look forward to your continued contributions to our future innovations.

Sincerely,

[Sender Name]

[Title]

[Company Name]