[Your Name]
[Your Address]
[Phone Number]
[Email Address]

[Date]

[Manager's Name]
[Company Name]
[Company Address]

Subject: Notice of Intent to Return to Work - Bonding Leave

Dear [Manager's Name],

I am writing to formally notify you that my medical bonding leave is concluding, and I am ready to return to my position as [Your Job Title] on [Return Date].

I have completed my leave period and look forward to resuming my duties and catching up on the progress of current projects. Please let me know if there are any specific updates or administrative tasks I should address upon my arrival on my first day back.

I would also like to schedule a brief meeting during my first week to discuss my reintegration and any changes that may have occurred during my absence.

Thank you for your support during this time.

Sincerely,

[Your Signature]
[Your Printed Name]