

[Date]

[Employee/Member Name]

[Address Line 1]

[Address Line 2]

Dear [Name],

Congratulations on reaching your [Number] year anniversary of being smoke-free!

This is a significant milestone in your journey toward better health. We recognize the dedication and hard work it takes to maintain a smoke-free lifestyle. Your commitment to your well-being is truly inspiring to those around you.

By staying smoke-free, you have significantly reduced your risk for various health conditions and contributed to a healthier environment for everyone. We are proud to celebrate this achievement with you.

As a token of our appreciation for your commitment to health, please find [mention gift/certificate/bonus] enclosed with this letter.

Once again, well done on this incredible accomplishment. We look forward to celebrating many more healthy years with you.

Sincerely,

[Your Name]

[Your Title]

[Organization Name]