**Appraisal Letter Example**

Hi Jeni,

Even I am looking for the same kind of format. Thank you for not giving the format directly, instead u wants to help us.

Let me now try...

To,

Dear -------

It gives us pleasure to inform you that you are selected as "The Best employee of the month" and hope you'll continue to put your efforts to the company in future.

We give this reward by evaluating the skills at every aspect, i.e. technical, planning, QA, client satisfaction, communication etc. and hope this will put you in pleasure too...

Thank you,

Jeni, pls. make changes & let me know thru my mail id.

Thank you