Sample Thank you letter for appreciation

Thank you for your help and support in the project that we completed last week. It was under your guidance that we were able to submit the project well on time.

Investment Avenues is a much diversified topic and is not easy to cover in a single month. But we were able to cover all the sectors like equity, debentures, real estate, commodities and all. It is your experience that showed us the right path. You know very clearly how to bring best out of the team. You judged the individual skills of the team member and then accordingly divided the avenues among all. You taught everyone how to transform the mistakes into the skills. You made sure to design a well defined disciplined approach so that all the elements of the project were covered. You led the team on the field and helped in the research and survey work.

Without your help it was not possible for us to deliver such high quality work in a limited period of time. Our whole team would like to thank you for being such a wonderful mentor!