

# THANK YOU!

**Imagine what this City could do if everyone in it was just like you!**

To: Department:

Your action(s):

- saved me time/money
- made my job easier
- helped me solve a problem
- made me proud to be part of the City team

Comments/describe action(s):

From: Department: Date:

Distribution:

Copy to Coworker

Copy to Coworker's Supervisor

Copy to Claudia Main/HR