To,

[Name of Recipient]

[Address of Recipient]

Date:

**Subject: Get Well Soon Letter to a Colleague at Work**

Dear [Name of the Recipient],

Yesterday, the manager of our department, Mr./Mrs.[name of the Manager] told us that you got the victim of first stage lungs cancer. Believe me, all of us including me were all in a shock to hear that. We could not believed that how suddenly it happened to you and all of us were very sad to hear that.

But my dear friend, it’s time to be brave and face the situation with valor. The good thing is that the cancer is identified on time and can be cured if you take proper treatment and medication.

I and all the other members of our department wish you a very speedy recovery because we all miss your company very much at work. Our prayers and best wishes are with you. May you get well very soon.

Yours Sincerely,

[Sender Name]

[Sender Signature]

[Sender Designation]