

Dear [Manager's Name],

I would like to express my sincere gratitude for the promotion and the trust you have placed in me. I am truly honored to accept this new role and excited about the opportunities it brings. Thank you for recognizing my efforts and giving me the chance to contribute further to the success of the organization. I look forward to continuing to work hard and making a positive impact.

Thank you once again for this wonderful opportunity.

Sincerely,

[Your Name]