

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Date]
[Mayor's Name]
[Title]
[City Hall/Office Address]
[City, State, Zip Code]

Dear Mayor [Last Name],

I hope this letter finds you well. I am writing to express my sincere gratitude for [specific action or support received, e.g., your assistance with our community project, attending our event, etc.].

Your commitment to [mention specific initiative or issue, e.g., community development, supporting local businesses] has had a significant impact on our [community, organization, etc.]. I truly appreciate the time and effort you dedicate to improving our lives.

Thank you once again for your support and leadership. I look forward to continuing to work together for the betterment of our community.

Sincerely,

[Your Name]
[Your Title/Position, if applicable]
[Your Organization, if applicable]