

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Date]

[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

As my time in the United States Marine Corps comes to an end, I wanted to take a moment to reflect and express my gratitude. Serving alongside dedicated and brave individuals has been one of the greatest honors of my life.

I will always cherish the friendships and memories we built together, from intense training exercises to moments of camaraderie that made each day memorable. Your support and encouragement throughout my journey have played a crucial role in shaping me into the person I am today.

While I am excited about the next chapter ahead, I know I will deeply miss the connections we formed and the mission we embraced together. I hope to stay in touch and continue to share our experiences, even as we embark on new adventures.

Thank you for your brotherhood, guidance, and unwavering commitment to excellence. Wishing you all the best in your future endeavors. Stay safe and keep in touch!

Semper Fi,
[Your Name]