

[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],

I hope this letter finds you well. As I sit down to write this, I find myself reflecting on our time together and the journey we've shared.

[Start expressing your feelings, sharing memories, and acknowledging the relationship. Focus on the positive aspects and what the relationship has meant to you.]

I want you to know how much you have impacted my life. [Include specific examples or anecdotes that highlight your feelings.]

As we move forward, I carry these memories with me, cherishing every moment. [Express any final thoughts, hopes, or wishes for the future.]

Thank you for everything. I wish you all the best as you embark on your next chapter.

With all my love,

[Your Name]