

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

[Date]  
[Recipient Name]  
[Recipient Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I hope this letter finds you well. I am writing to share some exciting news about a change I've made to my hair color! After much consideration, I decided to embrace a new look that reflects my current mood and style. As of [date of change], I have transitioned to [new hair color]. This change represents [a brief reason or inspiration behind the choice, if desired].

I would love to hear your thoughts on my new look the next time we meet! Thank you for your support as I embrace this change.

Warm regards,

[Your Name]