

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

Dear [Friend's Name],

I hope this letter finds you well. As you prepare for your big move to [New City], I wanted to take a moment to express my thoughts and feelings about this new chapter in your life.

Firstly, I'm so excited for you! [Share a specific reason why this move is exciting for them, such as a new job, educational opportunity, or adventure.] I know how much you have been looking forward to this change. Reflecting on our time together, I cherish the memories we've created.

[Mention a specific memory or experience that stands out.] Those moments have truly shaped our friendship, and I am grateful for each one.

Although I will miss you dearly, I want you to know that I support you completely. [Express your feelings about their move and any concerns or encouragement you have.] Remember, this is an amazing opportunity for growth and new experiences!

Let's make sure to keep in touch regularly! [Suggest ways to stay connected, like phone calls, video chats, or visiting each other.] I can't wait to hear all about your adventures in [New City].

Wishing you all the best as you embark on this exciting journey. You've got this!

With love,  
[Your Name]