

[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 in great spirits! I wanted to take a moment to express how much your friendship means to me.

[Share a fond memory or experience you've had together.]

I truly value the time we've spent together and the support we've given each other through ups and downs. [Mention a specific instance when your friend was there for you or vice versa.]

I'm looking forward to our next hangout! [Suggest an idea for your next get-together or something you would love to do together.]

Thank you for being such a wonderful friend. I cherish our bond and am grateful to have you in my life.

Take care and talk soon!

Best,

[Your Name]