

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Date]

Dear [Friend's Name],

I hope this note finds you well. As you prepare to embark on this new journey at [New School's Name], I wanted to take a moment to express how much your friendship has meant to me.

Reflecting on the memories we've created together, from [mention a memorable experience or inside joke] to [another memorable moment], I am grateful for every moment we've shared.

Though our paths are leading us in different directions, I am excited for all the new adventures that await you. I know you will thrive at [New School's Name] and make as many friends there as you did here.

Please stay in touch! I would love to hear all about your experiences and how you're settling in. You can reach me at [your phone number] or [your email address].

Wishing you all the best as you start this exciting new chapter.

Remember, this isn't goodbye, just see you later!

Take care,

[Your Name]