

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

Dear [Teacher's Name],

I hope this letter finds you well! My name is [Your Name], and I am in [Grade/Class Name]. I wanted to take a moment to share [something positive about your experience in class, a project, or what you enjoy about school].

I also wanted to ask you [any specific question or request, if applicable]. I appreciate all the support and guidance you give us every day.

Thank you for being such a wonderful teacher!

Sincerely,

[Your Name]  
[Your Grade/Class]