

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

Dear [Friend's Name],

I hope this letter finds you in great spirits! As we embrace this beautiful time of the year, I wanted to take a moment to reach out and let you know how much you mean to me.

[Insert a personal anecdote or memory that you cherish with your friend.]

I've been thinking about our [shared experience or inside joke] and it always brings a smile to my face. Your friendship is truly a gift, and I'm grateful for every moment we've shared.

As the seasons change, I look forward to creating more memories together.

Let's plan a day to catch up soon--I miss our long chats!

Take care and know that you are always in my thoughts.

Warm wishes,

[Your Name]