[Template Design for Greeting Letter - JPEG]
```

--------------------------------------------------
| |
| [Your Logo] |
| |
| [Greeting Title] |
| |
| [Date] |
| |
| Dear [Recipient's Name], |
| |
| [Personalized message/notes] |
| |
| [Closing Remarks/Sign-off] |
| |
| Sincerely, |
| [Your Name/Organization] |
| |
| [Contact Information] |
| |
--------------------------------------------------
```

[End of Template Design]