```
[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Date]
[Recipient's Name]
[Recipient's Address]
[City, State, ZIP Code]
Dear [Recipient's Name],
Enclosed is a gift for you. I hope it brings you joy!
Best Wishes,
[Your Name]
[Optional: Gift Receipt]
[Date of Purchase]
[Store Name]
[Item Description]
[Price]
[Order Number]
```