

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]
Dear [Recipient's Name],
I hope this message finds you well!
I'm thrilled to gift you [Description of Gift], purchased from [Store Name]. Below you'll find the receipt for your records.
Gift Receipt
Store: [Store Name]
Purchase Date: [Purchase Date]
Item: [Description of Gift]
Price: \$[Price]
Transaction Number: [Transaction Number]
Should you need to exchange or return the gift, please refer to the store's policy. Enjoy your gift!
Warmest wishes,
[Your Name]
P.S. I can't wait to hear what you think!