

[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],

I hope this message finds you well!

I wanted to take a moment to express my joy in giving you a little something that I hope brings you happiness. Enclosed, you will find a gift receipt for your convenience.

****Gift Receipt****

[Store/Website Name]
[Order Number/Transaction ID]
[Purchase Date]
[Item Description]
[Price]

If for any reason you would like to exchange or return the gift, please feel free to do so using the receipt.

Wishing you all the best, and I hope you enjoy your gift!

Warmest regards,

[Your Name]