

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

Dear [Friend's Name],

I hope this letter finds you in great spirits! I wanted to take a moment to express how much your friendship means to me. You always know how to brighten my day, and I truly appreciate all the wonderful times we've shared.

To show my gratitude, I thought it would be nice to send you a little something. I found [describe the gift briefly, e.g., a book, a handmade item, etc.], and I thought of you right away. I hope it brings you as much joy as you bring to my life.

Looking forward to our next get-together! Let's plan something fun soon.

Take care,

[Your Name]