

[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 letter finds you well. As the holiday season approaches, I wanted to take a moment to express my gratitude for your friendship and support throughout the year.

To celebrate this special time, I have prepared a little something for you. I hope it brings you joy and warmth during the festive season.

Wishing you and your loved ones a holiday filled with happiness, love, and laughter. May the new year bring you all the best!

Warmest wishes,

[Your Name]