

[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 I celebrate my graduation, I wanted to take a moment to express my heartfelt gratitude for your support and encouragement throughout my journey.

Your [specific help or support, e.g., guidance, mentorship, presence] has been invaluable to me, and I truly appreciate everything you have done. I couldn't have reached this milestone without your kindness and assistance.

Thank you once again for being a part of my life during this important time. I am excited about the future and hope to make you proud.

Warm regards,

[Your Name]