

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

[Recipient Name]  
[Recipient Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I hope this letter finds you well.

I am writing to officially inform you that I will be leaving home on [date]. This decision has been a significant one for me, and I want to express my gratitude for the support and love I have received during my time here.

[Optional: Include a brief explanation of your reasons for leaving and any future plans.]

I will ensure that I stay in touch and keep you updated on my journey. Thank you once again for everything.

Warm regards,

[Your Name]