

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

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

Dear [Recipient's Name],

I hope this letter finds you well. I wanted to reach out to you during this time to express my thoughts and support.

[Include a personal message, share memories, or offer words of encouragement.]

Please know that you are not alone, and I am here for you. If there is anything specific you need or if you want to talk, feel free to write back.

Take care of yourself. I look forward to hearing from you soon.

Sincerely,
[Your Name]