

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

Dear [Recipient's Name],

I hope this message finds you well. I wanted to take a moment to express my heartfelt gratitude for [specific reason or gift]. Your kindness and thoughtfulness are truly appreciated.

Thank you once again for your generosity. I feel incredibly lucky to have you in my life.

Warmest regards,

[Your Name]