

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

Dear [Recipient's Name],

As the holiday season approaches, we want to take a moment to express our heartfelt gratitude for your support and partnership throughout the year.

[Insert a personal message or anecdote about the past year and the relationship with the recipient.]

We are excited about what the New Year will bring and look forward to continuing our collaboration.

Wishing you and your loved ones a joyful holiday season filled with happiness, health, and prosperity.

Warm regards,

[Your Name]
[Your Position]
[Your Company]