

[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],  
[Opening paragraph - Express your feelings and set the tone of the letter.]  
[Second paragraph - Share specific memories or experiences that highlight your affection.]  
[Third paragraph - Discuss what you admire about them and their impact on your life.]  
[Closing paragraph - Reiterate your love and hopes for the future.]  
With all my love,  
[Your Name]