

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Date]  
[Recipient Name]  
[Recipient Title]

ZDF

[ZDF Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well.

I am writing to express my heartfelt gratitude for [specific reason, e.g., the opportunity to work with ZDF, the support provided during a project, etc.]. Your [mention any specific qualities or actions, e.g., guidance, professionalism, encouragement] made a significant impact on my experience.

Thank you once again for everything. I look forward to [mention any future collaboration, opportunities, or simple well-wishing].

Warmest regards,

[Your Name]  
[Your Title/Position, if applicable]  
[Your Company/Organization, if applicable]