

[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],

I hope this letter finds you in great spirits! I am writing to congratulate you on [specific occasion, e.g., your graduation, wedding, new home, etc.]. This is an incredible milestone, and I applaud your hard work and dedication.

To celebrate this special occasion, I would like to offer you a cash gift of [amount] as a token of my best wishes. I hope you find it useful as you embark on this new chapter in your life.

Wishing you all the happiness and success in your future endeavors. Enjoy every moment of this wonderful time!

Warm regards,

[Your Name]