

[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. As a token of my appreciation for [mention the reason, e.g., your kindness, support, special occasion], I would like to present you with a monetary gift.

Amount: \$[amount]

This gift is intended to [explain the purpose or intended use, e.g., help with expenses, treat yourself, celebrate a milestone]. You truly deserve it, and I hope it brings you joy and ease.

Please feel free to use this gift in any way you see fit.

Warm regards,

[Your Name]