**Dear [Friend's Name], **

I hope you are having a great day! I wanted to tell you how much I appreciate you. You are a wonderful friend, and I love spending time with you.

Positive:

One thing I really like about you is [something positive about your friend].

Bad:

Sometimes, I feel [something that bothers you], and I wanted to share that with you.

Just as I am:

But, no matter what, I want you to know that I think you're great just the way you are.

Thank you for being my friend! I'm looking forward to [something fun you can do together soon].

Best,

[Your Name]