

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Date]  
[Friend's Name]  
[Friend's Address]  
[City, State, ZIP Code]  
Dear [Friend's Name],

I hope this letter finds you well. I wanted to take a moment to talk about something that's been on my mind regarding your recent experiences and health concerns related to sleep apnea.

First, I want you to know how much I care about you and your well-being. Sleep apnea can be a challenging condition to manage, and I've seen how it has affected you. I've noticed [mention specific observations, e.g., "your daytime fatigue" or "the way you've struggled to focus lately"]. I encourage you to reach out to a healthcare professional if you haven't already. They can provide valuable guidance and support in managing sleep apnea effectively. [You may also include personal anecdotes or suggestions, e.g., "I've heard that using a CPAP machine can make a big difference for many people."]

Remember, you're not alone in this. I'm here for you, and if you'd like, I'm more than willing to help you find resources or even accompany you to appointments.

Please take care of yourself, and know that I'm just a call away if you need to talk.

Best wishes,  
[Your Name]