

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Date]

Dear [Recipient's Name],

Thank you so much for the [specific gift or kindness they showed]! I really appreciate it. It made me [how the gift or action made you feel].

I am excited to [mention something you plan to do with the gift or how you will use their kindness]. It means a lot to me!

Thanks again for being so wonderful. I hope to see you soon!

Sincerely,

[Your Name]