

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Date]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to express my heartfelt gratitude for [specific reason or gift]. Your thoughtfulness and kindness mean so much to me.

[Include a personal story or specific instance that highlights your appreciation.]

Thank you once again for being such a wonderful [friend/family member/partner]. I am truly lucky to have you in my life.

Sending you all my love and warmest wishes,

XOXO,

[Your Name]