

[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 note finds you well. I wanted to take a moment to express my heartfelt thanks for [specific gift or action] that you gave me for my XVI birthday.

Your thoughtfulness and generosity truly made my day extra special. I appreciate the time and effort you put into [mention any specific details about the gift or gesture].

Thank you once again for being such an important part of my life and for celebrating this milestone with me. I'm looking forward to [mention any future plans or gatherings].

Warmest regards,

[Your Name]