

Sender's Address

Date

Receiver's Name

Receiver's Address

Dear ABC,

Hi! How are you? Hope everyone is doing fine at home. With this letter, I would like to thank you for sending me such a lovely gift for my birthday. It feels so good that being miles away you still remember my choice and always send the gift which becomes my favorite

I was planning for a long to get myself earbuds as my last earbuds were not working properly. I was shocked to see them when I opened the gift wrap as you have listened to my heart and fulfilled my wish.

I wish that you could be there with you and your family to celebrate my birthday. I am planning to come next month and I am so excited to meet you all after one full year. If my leaves get approved I will be visiting home for 2 months.

Thank you once again and do write me back with the list of things you want to bring for you.

Looking forward to meeting you soon. Take good care of yourself.

Sincerely,

XYZ (Your Name)