

MAIL to SELF

Your address

Today's Date

Address of the Receiver

Dear ____ (Name of the Recipient),

With this letter, I would like to thank you for coming to my daughter's funeral in spite of being occupied by work. Your presence gave me a lot of support and warmth.

I would like to mention that yesterday we received a letter from ____ mentioning that you have donated a sum of ____ on ____ in loving memory of my daughter. I want to express my gratitude towards your generous and kind donation in the name of _____. The letter mentioned that your kind donation will help in creating a better future for needy children.

Thank you for being such a great friend and for standing by my side, always. I am honored and grateful to have you. Once again, thank you for all your support.

Yours Lovingly,

____ (Sender's Name)