

Your address

Date

Receiver's address

Dear ABC (Name of the Receiver),

Hello, I hope this letter finds you in good health. My results came out yesterday and I have scored A1 in all subjects. I earnestly thank you for all the efforts you made for me. If it weren't for you, I couldn't have been able to clear my exams. You have come to my rescue whenever I needed you.

You have greatly helped me during these tough times. As I missed classes most of the year due to my ill health, I had no clue about the topics being covered in the class. If you wouldn't have shared your notes with me, it would have been very difficult for me to understand the topics.

Thanks for going the extra mile for me and coming to my home every day to teach all the topics to me. I am thankful for having you as my friend. My mom has arranged a dinner for you at our residence tomorrow at 8 pm. I would love to meet you and your family. Please write back confirming your availability.

Yours Lovingly,

XYZ (Name of the Sender)