

Your address

Date

Receiver's address

Dear ABC (Name of the Receiver),

Hi, How are you doing? I am writing this letter to thank you from the bottom of my heart for always being there for me. You have been a true friend to me and have always been there whenever I needed you. I know that we have grown up and are not always available because of our responsibilities. But the efforts that you make to be there for me in tough times are worth appreciation. Only a true friend would do so much.

You have a very special place in my heart. I really miss our childhood memories of playing together. (Mention any specific memory) If given a chance I would really want to go back to the old carefree days. This physical distance between us makes me miss you even more. But I understand that you need to be away for work and what you do for me being miles away is something only a great friend would do.

I am really thankful and grateful for your friendship. Please come home for Thanksgiving so that we can sit and chit-chat like old times. Hoping to see you soon.

Yours Lovingly,

XYZ (Name of the Sender)