

Sender's Full Name

Sender address

Sender's Full Name

Sender address

Date

Address of the Receiver

Dear _____ (Name of the Recipient),

I had an excellent time at the concert with you last night. Thank you for asking me to accompany your friends and you; everyone was great.

It was a much-needed break for me and I enjoyed every moment of my outing. You always seem to know when to give me a call.

Thank you for being there for me,

(Sender Name)