



Address of the Sender

Email Address of the Sender

Date

Name of Receiver

Address of the Receiver

Subject: Thank You Note

Dear _____ (Name of the Recipient)

On behalf of school management, I would like to thank you for curating and organizing a beautiful dance performance to represent our school in the interstate school dance competition. It was so wonderful to see our school's students dancing so gracefully displaying their confidence. Our school management has received tons of appreciation.

Thank you for putting so much effort in training students in a short span of time. I am glad that all students have gained some skills from you. The dance performance was well choreographed and was presented in a strong and impressive manner. Thank you, once again, for your great work. We wish to work with you again soon.

Sincerely,

(Signature)

Sender's Full Name