

[Date]

Dear [Recipient's Name],

I wanted to take a moment to sincerely thank you for [reason for your thanks, e.g., your help, your generosity, your wonderful gift].

Your kindness truly means so much to me and I am deeply grateful for your support. I feel very fortunate to have someone like you in my life.

Thank you once again for everything.

With heartfelt appreciation,

[Your Name]