Your Name
Street Address
City, State Zip
Date

Recipient Name
Street Address
City, State Zip

Dear Recipient Name:

Thank you for the lovely gift of flowers that you sent to me. Your gift brightened my day, and it continues to brighten my home.

It was so nice to be remembered by you! Your thoughtfulness means so much to me.

Sincerely,

Your Name

Use the example above to write to a friend about your day. Tell them what you did today.

LIVEWORKSHEETS