

# A GUIDE TO WRITING A SIMPLE YET THOUGHTFUL LETTER

## 1. Start here:

*Dear (pop their name in, and for a more personal touch add a nickname or two that they're fondly known by),*

## 2. Then add one or two of these:

*•Wishing you   •and your family   •and yours  
•and your loved ones   •and pet's name*

## 3. Then write one of these:

*•a very Merry Christmas.   •a happy holiday season.   •a beautiful festive season.*

## 4. Next, let's pay them a compliment:

*•Throughout my life you've been   •Over the years you've been  
•In recent times you've been*

## 5. Then add one or two of these:

*•a trusted consort   •a treasured friend   •a shoulder to lean on   •an inspiration to me  
for which I am truly grateful.*

## 6. Now, let's wish them well:

*May the year ahead bring you  
•all your heart desires.   •much happiness.   •many magical moments.*

## 7. It's time to sign off:

*•With love,   •Warmest regards,   •All my love,*

*Your Name (optional addition of hugs and kisses: xoxo)*