

# How to Write the Perfect Personal Note

Handwritten notes are a wonderful way to make someone's day, but it can be tough figuring out what to say. If you're stuck on what to write, use these formulas to craft the perfect personal message every time.

## Year-End Gratitude Letter

Dear Julie,

Thank you so much for all you have done to support our family this year.

We are so grateful for all of the grocery runs you helped us with!

Your kindness and compassion inspire our family to help others however we can.

Wishing you an incredible holiday season and all the best in the year to come.

With love,

The Johnson Family

- ✓ Open with a general "thank you."
- ✓ Describe specifically what that person has done for you.
- ✓ Give qualities that stand out to you about that person.
- ✓ Wrap it up and wish them well for next year.

## Tips:

- ✓ List one or two objectives of your note before drafting.
- ✓ Brainstorm a few ways to personalize the message.
- ✓ Write your note on scrap paper first.
- ✓ Keep your handwriting clean and easy-to-read.
- ✓ Have fun with your stationery! Just make sure the card matches the tone of your note.

## Holiday Well-Wishes

Dear Smith Family,

Wishing you all a wonderful holiday season!

You have brought our family so much joy this year with your calls, check-ins and delightful Facebook posts.

Your positive attitude is such a blessing!

May next year be filled with even more joy, love and hope.

Hope we can catch up soon!

All the best,

The Jones Family

- ✓ State the purpose for the note.
- ✓ Give a specific sentence describing why that person is important to you.
- ✓ List the qualities that you enjoy about that person.
- ✓ Give some hope for the year ahead!