TO

[Receiver Name]

[Receiver Title]

**ADDRESS:**  [Receiver Address]

**EMAIL:** [Email Address]

**PHONE:** [Home Phone]

FROM

[Sender Name]

[Sender Title]

Sub: Farewell Party Thank You Letter

Dear **[NAME]**

Our journey together in this college was so good. You were my best friend from the first day.

We studied together and played together. Now, it is my turn to go to another place for pursuing higher studies.

Thank you very much for the farewell dinner that you organized for me last night. I will miss you very much at my new college.

Good wishes and best of luck for your future.

Sincerely,