

Instruction: This is a model letter. Adapt to fit your facts and circumstances.

Return address:
Name
Address Line 1
Address Line 2
City, State Zip Code

Date

Name
Address Line
City, State Zip Code

Re: Happy Mother's Day – From Granddaughter to Grandmother

Dear :

Happy Mother's Day! I wanted to write and tell you that you are a wonderful mother and grandmother. I am so happy to have a grandmother like you. The word "Grand" only partly describes what a wonderful mother you are.

I hope that you have a wonderful Mother's Day.

Love,

N A M E