

# Sample Thank-You Letter for Retirement Cash Gift

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Date]

[Recipient's Name]  
[Recipient's Address]  
[City, State, ZIP Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to sincerely thank you for the generous cash gift you gave me in honor of my retirement. Your thoughtfulness and kindness truly mean a lot to me during this special milestone in my life.

I am deeply grateful for your support and good wishes. Your gift will be very helpful as I begin this next chapter, and I am considering putting it towards [briefly mention how you intend to use the gift, e.g., a trip, a hobby, or a personal project].

Thank you again for your generosity and for being such an important part of my journey. I am fortunate to have your friendship and support, and I look forward to staying in touch as I enjoy retirement.

With heartfelt appreciation,

[Your Name]