

[Date]

Dear [Friend's Name],

I hope this note finds you in great spirits! I wanted to take a moment to express my heartfelt appreciation for the unwavering support and kindness you have shown me over the years. Your friendship has been a truly positive force in my life, and I am so grateful for everything you do.

I was absolutely thrilled to hear about your recent job promotion! Congratulations on this incredible achievement-you have certainly earned it with your hard work, talent, and dedication. Seeing your efforts rewarded brings me so much joy, and I cannot think of anyone more deserving of this success.

Your passion and commitment continue to inspire me, and I am so excited to watch you embark on this next chapter and reach new heights. I know you will excel in your new role, and I am cheering you on every step of the way.

Thank you again for being such an amazing friend. Let's celebrate your achievement soon!

With heartfelt appreciation and warmest congratulations,

[Your Name]