

## GOODBYE LETTER TO A FRIEND

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## Introduction

Goodbye letter to a friend, especially childhood friend is written after spending a good time with him/her recently and hoping to meet again soon whenever possible. This letter also expresses a friend's hope that they will stay in touch and remain good friends forever.

## Goodbye Letter to a Friend Tips

Here are some helpful tips to write a goodbye letter to a friend:

- Letter must begin with how good you felt meeting your friend
- Mention events which made the meeting special.
- Mention that this letter is a token of farewell and ever-lasting friendship.
- Thank event or person in past who got you together.
- Express hope to stay in touch and exchange telephone numbers and e-mail addresses.
- Should end with a hope to meet again, remain in touch till then and wish good luck for the future.

## Sample Goodbye Letter to a Friend

Emma Thompson

# 324

Camac Street

Birmingham

06Aug2013

Dear Emma,

I am writing this letter to tell you how good I felt after the fantastic reunion we had after 20 long years. This will remind you of the good times we had in the past week in sharing our personal and professional updates, reminiscing school and college days and catching up on the happenings in the lives of our common friends.

You can keep this goodbye note as a token of remembrance of all the times, good and not-so-good we shared together in our past and as a reminder of our long-lasting friendship.

I cannot stop thanking FaceBook for bringing us together when we had no way of knowing each other's whereabouts.

Although we live miles apart and have busy lives, it will be great to stay in touch. You can get across to me either on phone or e-mail at the contact numbers and e-mail address I left with you.

I wish my best pal good luck and happiness always and the very best for all future ventures.

Jamey Jackson

## Goodbye Letter to a Friend Template

From,

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_ (Date on Which Letter is Written)

To,

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Dear \_\_\_\_\_ (friend's name)

I am writing this letter to tell you how good I felt after the fantastic reunion ..... (mention events which made meeting special)

You can keep this goodbye note as a token of remembrance of all the times and as a reminder of our long-lasting friendship.

It will be great to stay in touch. You can get across to me either on phone or e-mail at the contact numbers and e-mail address I left with you.

I wish you good luck and happiness always and the very best for all future ventures.

\_\_\_\_\_ (your name)

\_\_\_\_\_ (your address)

\_\_\_\_\_

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