

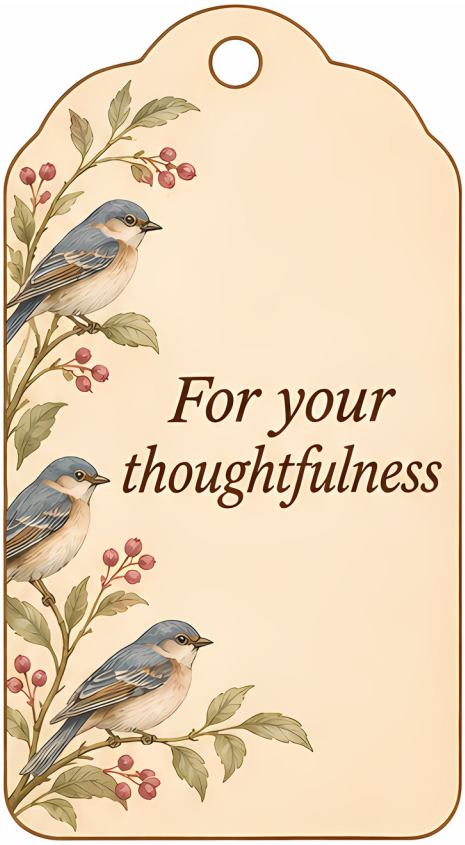

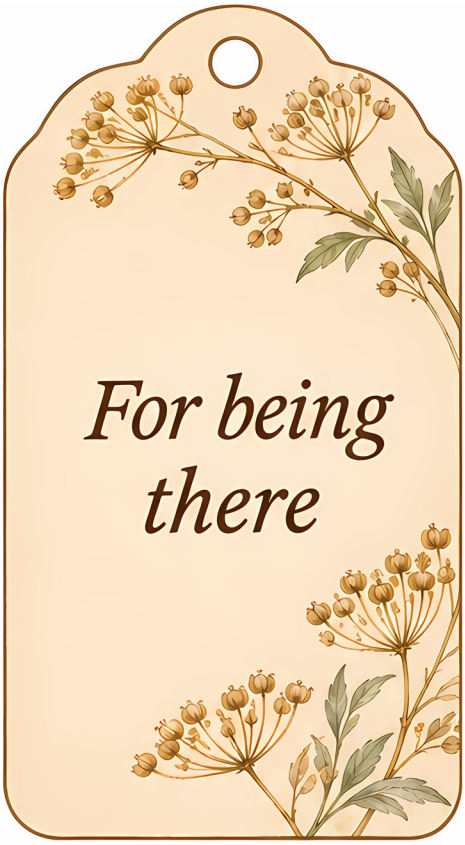





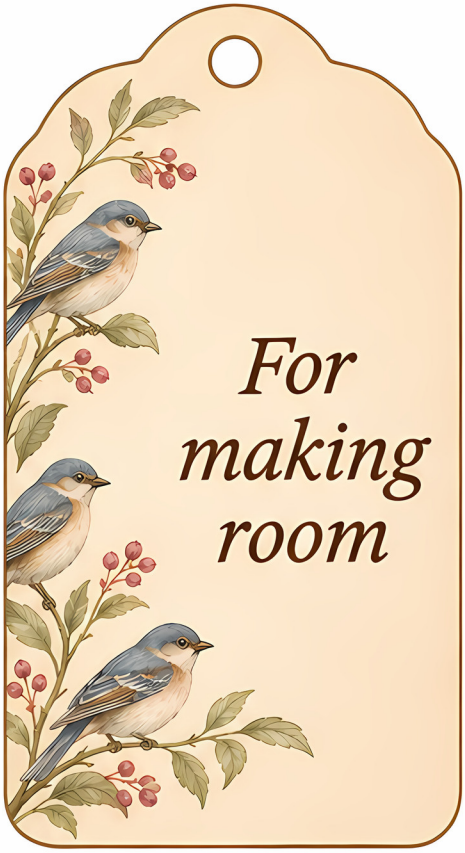

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Something I wanted to say

To: _____ Date: _____



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To write

Written

Ready to send

Delivered by hand

Reply received

Keep a copy

People to thank

Notes to save

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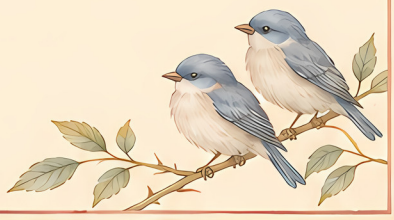
What someone did:



What I appreciated:



A detail to mention:



What I hope to say:



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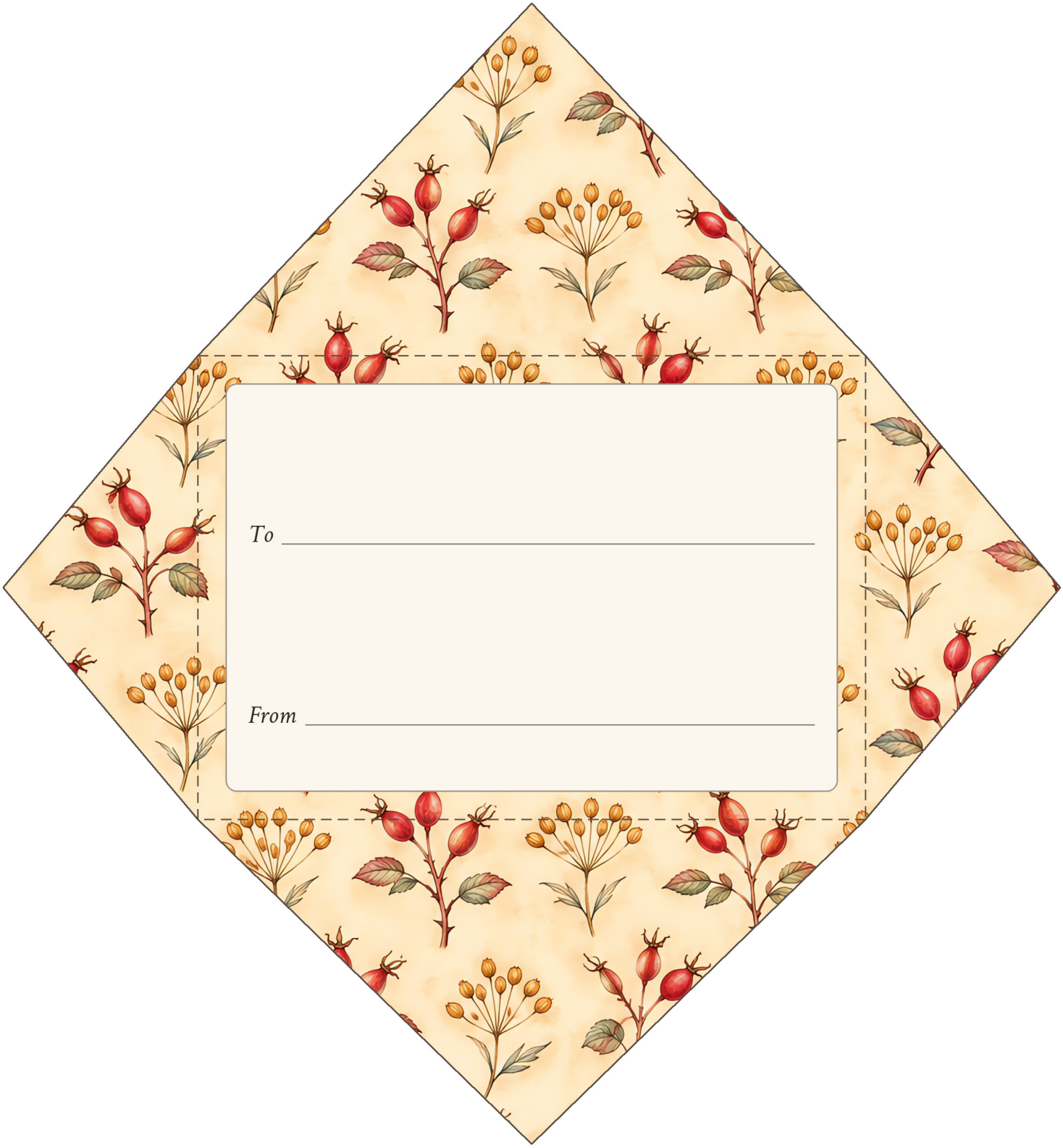
Cut along the outer edge. Fold in the side flaps, then fold up the bottom flap and glue it. Fold the top flap down to close.



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A kindness to remember

Person: _____

When: _____

What happened: _____



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