# <DATE>

**Coming of Age**

# Dear <GREETING>,

As a special gift to our daughter <NAME>, who is moving into adulthood, we are putting together a notebook filled with notes and letters from adult friends, family members, and peers. We have two purposes for this notebook: to affirm qualities that are already evident in <NAME>’s life and to provide some positive encouragement and direction for her future.

Our purpose in writing is to ask if you would contribute to this special project.  We know that whatever you share <NAME> will really appreciate hearing from you.  We would love you to write a letter on the subject of <CHARACTER TRAIT>.

Your words of wisdom and encouragement could make a big impact.

Here are a few tips for composing a letter:

* Affirm <NAME> for qualities you’ve already observed in her life.
* Impart any wisdom and experience you’ve personally gained in this area. Tell a story or two, if you’d like.
* Provide some positive instruction based on a biblical or godly principle.
* As long as it is A4 in format you can provide it in any way that is most comfortable - handwritten, or typed, even emailed, is fine
* These letters are going to be bound into a special book, so don't go to close to the left margin. Try and keep it to a maximum of two pages.
* Feel free to include photos, or graphics, if that's your style.

Since this letter is a surprise gift, please don’t mention it to <NAME>. **Please send your completed letter by <DUE DATE>** to our home address <MAILING ADDRESS> or simply email it to <EMAIL ADDRESS>.

Our daughter is about to experience one of life’s most significant events: moving into adulthood. And by sharing yourself, you’ll help make this keepsake, and this special time in our daughter’s life, something she’ll never forget.

Thank you for celebrating with us.

Sincerely,

<SIGNATURE>