

From:	Date:
Dear	
We are in the midst of the COVID pandemic with the These uncertain times have made me realize how iminnermost thoughts with you. Let me start by saying that I am very grateful to you	portant it is for me to share some of my
Task 1- Acknowledging the key people in a (Use the space below to name your loved ones and means to you	

I want you to know that I am so proud of you.



Task 2- Remembering key moments from my life

(List examples of treasured life moments and events from the past with you loved ones)	
Task 3- Asking for Forgiveness (Many of us may have hurt those we love. Take this moment to apologize to those you may have upset by your words and actions)	I'm Sorry.

I want to ask for your forgiveness for hurting you. I am so sorry.



Task 4- Forgiving Others (Those you love may have hurt you. Take this moment to forgive them for hurting you):	
I want you to know that I was ready to put the past behind us.	
Task 5 - Saying "Thank You" (Take this time to thank the people who have helped you)	THANK
(Take this time to thank the people who have helped you)	

I want to thank you very much for everything you have done for me.

Task 6- Saying "I love you" (Express your caring sentiments to those you love)	love you
	The state of the s
I want you to know that I love you very much.	
Task 7: Saying "goodbye" (We don't know what life has in store for any of us. It is important to say foreyell and sonyey our best wishes to	
important to say farewell and convey our best wishes to our loved ones when we can)	



I am very grateful to you for your loving care and concern. Thank you so much for everything you have done for me. It has been a true honor, pleasure and a privilege to have you in my life.

I truly hope you find peace, love, and joy in the years to come.

I love you very much.

Yours,