23rd May, 2009

Dear Anne,

How are you?  I am writing to inform you that I will be soon moving out of the neighborhood.  It was really good having you as a neighbor.  I can’t thank you enough for all the help and support you offered me during my tough times.

I will be shifting to Princeton area as it would be convenient for me in more ways than one.  The house I will be moving into has an extra bedroom and it would always be a pleasure to have you with me, when you come over this side.

My email and phone numbers remain the same, and I look forward to keeping in touch with you.  I will keep you updated about my postal address soon.

Thank you for everything once again,

With Best Wishes,

Jane Harriet