Thank You Letter to School Principal

[Your Name]

[Address]

[Letter's Date]

[Recipient's Name]

[Address]

[Subject: Subject of Letter] -optional

Dear [recipient's name],

I hope this letter finds you in good health. My name is Mrs. Robert Geller. My son has been a student of your prestigious school for 5 years. I am writing this letter to show my sincere appreciation to you for being the most honorable and superb principal. You are such an inspiration to other women and my kids take you as a role model. The way you have been running this institution is exemplary and I must say it is because of your efforts and enthusiasm that this school is progressing by leaps and bounds.

I am sure most of the parents feel the same way and they too consider you as the best principal of this school. My words will fall short if I start counting your great abilities. I once again thank you for your wise leadership. I hope that you will continue to perform your services for this school and I wish you all the very best.
Thank you very much.

Yours Sincerely,
[Your Name]