

4 TIPS TO STRUCTURING YOUR FUNERAL THANK YOU CARDS

• STRUCTURE •

1



SALUTATION:

Dear [person's name]. If you are particularly close to the person to whom the card is being sent, you could open with: "My dearest [person's name]."

2



EXPRESS GRATITUDE:

Express gratitude and thanks on behalf of you & your family for his/ her help or thoughtfulness. A sentence or two will suffice, but be specific about what you are grateful for (for example, a beautiful bouquet of sympathy flowers).

3



PERSONALIZE IT:

People also appreciate a personal touch whereby you mention anything special he or she did that touched your heart, or his or her special relationship with the deceased. The personal touch shows that you put thought into writing the funeral thank you card.

4



CLOSING:

End the note with "Yours Truly" or "Love" (depending on the closeness of your relationship to the person), and sign the card on behalf of your family (e.g. With Much Love, the Smith Family) or yourself (e.g. Yours Truly, Mrs. Smith).