

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Date]

[Mentor's Name]

[Mentor's Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Mentor's Name],

I hope this message finds you well. I am writing to express my heartfelt gratitude for the invaluable career guidance and mentorship you have provided me throughout my journey.

Your insights and encouragement have been instrumental in helping me navigate the complexities of my career. The knowledge and skills I gained from our discussions have significantly shaped my professional growth and confidence. I truly appreciate the time and effort you invested in my development.

Thank you once again for being such a wonderful mentor. I look forward to continuing to learn from you in the future.

Sincerely,

[Your Name]