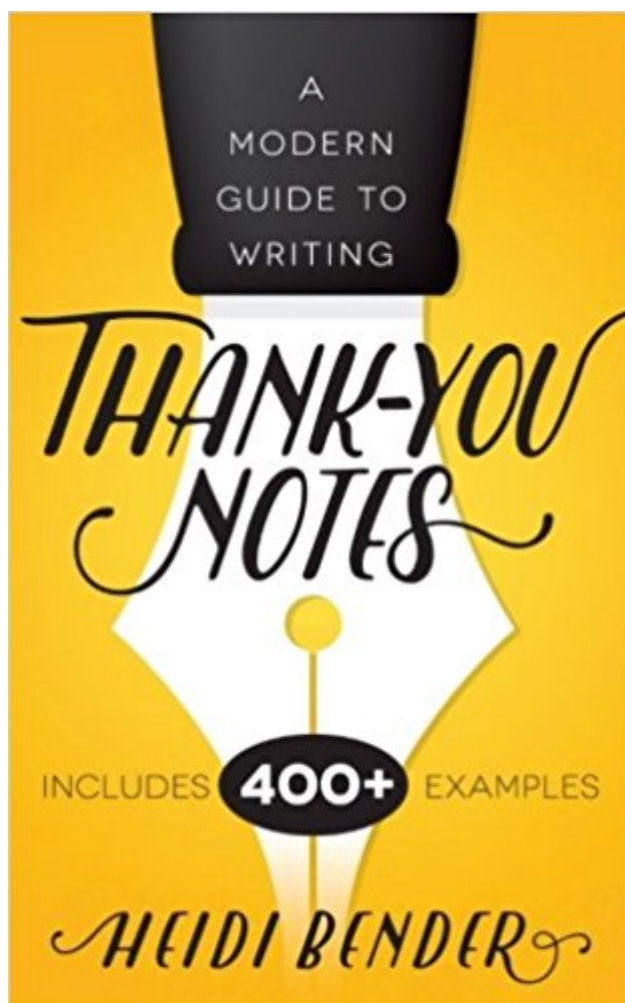


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# A Modern Guide To Writing Thank-You Notes



## Synopsis

Writing thank you notes is a wonderful, thoughtful, and elegant way to show someone your appreciation and gratitude. *A Modern Guide to Writing Thank-You Notes* will teach you how to craft a thank-you note with easy-to-follow instructions. Packed with over 400 examples, this guide will help you express your gratitude in a variety of situations, such as weddings, graduations, thanking your boss for a raise, after a job interview, your friends, family, coworkers, and the people in your community—even your pet-sitter! This collection will inspire even the most seasoned thank-you note writer; and if you're new to thank-you note writing, this book will give you everything you need to get started. Praise "Modern technology allows us to be impersonal and distant. Heidi's book is an important reminder of the power of a simple written 'thank you' to strengthen our most important relationships." • Dan Miller, New York Times bestselling author, *48 Days to the Work You Love* • Heidi's book is about a topic that is near and dear to my heart, my everyday life, and quite frankly my wallet. The sheer number of relationships I have developed as a result of a simple note is uncountable. The amount of money they have made me is in the hundreds of thousands, if not millions, of dollars. Not to mention they just make me feel good. Heidi's book is a must-read for anyone looking to leverage the power of a simple note with two simple words. Read it and you will be forever changed. Apply the principles in this book and you'll be amazed at the results." • Matt McWilliams, Founder and President of Matt McWilliams Consulting, Inc. | [mattmcwilliams.com](http://mattmcwilliams.com) "Heidi's book is an amazing guide to writing thank you notes. With her vast examples and tips, you will be able to come up with wording for common thank you note situations." Lisa Ryan, Award-winning speaker, author and Founder of Grategy

## Book Information

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## Customer Reviews

Heidi Bender has been writing thank-you notes for more than 30 years. She lives in Michigan with her husband and their six cats. Heidi likes to spend time playing the organ, reading, going for walks (not on the beach!), and cooking homemade meals. For more thank-you note information, tips, and examples, please visit [www.tonsofthanks.com](http://www.tonsofthanks.com). To learn more about Heidi visit [www.heidibender.com](http://www.heidibender.com).

What a charming and insightful book! I expected more of a textbook approach, but Heidi (no Ms. Bender here--you really feel like she's your friend) weaves in tidbits of wisdom and personal stories that keep your interest. Her lessons and examples are very helpful, and run the gamut from workplace to life events to donations to doctors, teachers, trainers, friends, and family. My daughter needs to write a thank-you to the owner of a local boutique we frequent who kindly donated a lovely item for the silent auction at her recital this week. She plans to refer to Heidi's section on donations to write a meaningful, appreciative note of thanks--within a week, as the book recommends. All of the samples and templates will come in handy for a long, long time, as will her advice. Heidi guides us through protocols for the workplace that really resonated with me--don't just say "thanks", say how the person helped to truly make the recipient feel valued, even if you're sending via instant messaging. With all of her examples, she points out positives and pitfalls, many of which seem obvious after reading them but I hadn't realized them before. She also shares practical advice on how you're sending your thank-you (card, letter, Facebook, email, phone call, etc.). This book shows the impact of even a simple thank-you in an approachable, entertaining fashion. With some note cards and a pen that doesn't create ink blots, you'll be writing heartfelt thank-you messages for any situation with aplomb.

This book focuses on helping the reader grow their confidence in writing thank you notes by helping them know what to say. This book makes writing thank you notes feel easy. I especially appreciated the chapter on the one sentence thank you note, as it gives permission to keep things simple. This book is written in such a way that it is easy to refer back to when stuck. An abundance of examples are provided for many different occasions where sending a thank you card is appropriate. The bottom line is that this book makes me want to send thank you cards more often. I'll be storing this book on my phone for a quick and easy reference!

It's amazing how a subject like thank you notes can run to a whole book! Heidi approaches her

metier with just the right blend of political correctness, down-to-earth-ness, and brilliant inventiveness to get her message across splendidly. There are bucket-loads full of useful suggestions for saying thank you in many situations. Readable, enjoyable, and ultimately satisfying.

This is a clear and comprehensive guide to writing thank you notes -- it covers every topic you could imagine and more -- from thank yous at the office to showing your appreciation for the pet sitter! And the tons of examples give readers a wide range of thoughtful and well-crafted notes to model their own notes from. As someone who writes thank you notes regularly, I found this guide a good reminder, but it also addressed lots of things I hadn't ever thought of, and even cleared up a few misconceptions I had about the art of the thank you note. It's a simple and direct guide and would be a great gift for someone who is just learning how to write thank you notes, or for a seasoned pro looking for some much-needed validation that thank you notes -- especially handwritten ones -- are still valued and important!

“A Modern Guide to Writing Thank-You Notes” is a masterpiece! This solid read escorts us all, whether we be a novice or experienced writer, through the journey of a thank-you note. One never thinks about the nuances of a seemingly simple task and this book not only identifies the degrees of complexity, but also proposes multiple solutions in a clear and concise manner. Readers are provided with a vast expanse of examples and contexts. What makes this book great is that it can be read straight through or used as an on-demand reference. Excellent!

I am excited to share on Facebook, personal contact and in praise of your book A MODERN GUIDE TO WRITING THANK-YOU NOTES. The information on thank-you notes is well explained. I feel inspired to write my first thank you notes. I understand the importance of writing notes and how to do this like I never did before. Thanks so much for writing this book.

Very helpful advice and guidelines...

This book is a complete guide filled with examples and templates. The information is clearly presented and easy to implement. I know I'll be using this valuable resource many years down the road.

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The Bride's Thank You Guide: Thank You Writing Made Easy A Modern Guide to Writing

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