

Example Template

Thank You Letter

Dear Manager,

Thank you for allowing me to use your awesome pictures for my jigsaw. My friends and I collected five different kinds of bird pictures for our jigsaw project and three of mine were from your [MorgueFile](#) gallery.

Here is a link to one of the final images that I uploaded to Jigzone.com [Birds Jigsaw Puzzle](#)

I have set it to a fairly complex cut. I might be fun for you to try it. If you are busy you could set it to an easier cut style or set it to auto-assemble.

I have enjoyed doing this project with my class. Looking through such high quality images has given me lots of ideas for other projects.

I hope you never stop uploading your work to [MorgueFile](#) as it is a wonderful service and I always look forward to seeing the kinds of photos you have been taking,

Yours sincerely,

Student name

Class Blog Name and URL: [Globalcitizensart.com](#)

Email address : global.citizens.art@gmail.com

Skills Required

Setting out of email letter

[Salutation](#)

Introduction to topic

Information.

Friendly gesture (Would you like to do my jigsaw?)

Acknowledgement of time involved.

Appreciation (I like your work /service)

Letter closing (For school first name or pseudonym according to school policy)

Students will need to

- Locate the contact address of the [Morgue file member](#)
- Identify the name of the member and find a way to address them if there is not a name. For Unicorn Retreat I would say [Dear Manager](#).
- Write a letter of gratitude. Template above.
- Insert a link into [Blog Name](#) and [Email Address](#)
- Cut and paste a link from JigZone [share function](#)