

<<First Name>> ,

Ho, Ho, Ho it's almost Christmas, and I am making my list and checking it twice. That way I know who is being naughty and who is being nice. Remember not to pout, fuss or cry and always do your very best to be a good <<Gender>> .

Here are a few more things I wanted to remind you of. Be sure to eat all your dinner, brush your teeth, pick up your toys and keep your room clean. I have been watching you this past year and noticed that you are working very hard <<Name up to 3 accomplishments that Santa should mention here.>> . It has been a busy year for me working with the elves to get things ready for my trip this year. I don't know what I would do without Mrs. Claus and the elves to help, it is so nice to have special people in your life, so next time you see <<Name up to 3 special people Santa should mention here.>> tell them I said hi.

Remember to go to bed early on Christmas Eve so you will be rested enough to enjoy Christmas morning. Don't forget I can't come to visit you until you are fast asleep. Well, I have to get going now; the elves really need my help. By the way, I know you are hoping to find <<Name up to 3 gifts the child is hoping to get here.>> under the tree; I will see what I can do.

Merry Christmas and Happy New Year,

Santa Claus

PS - Remember to leave a snack out for me and the reindeer. I like cookies and milk and the reindeer like carrots.