Dear friend/their name,

This letter is difficult for me to write, and I’ve thought about writing it for some time. You are a very important person to me and it’s important to me to be able to be myself around you and that’s why I am choosing to write you this letter and tell you how I feel.

I am transgender. You may have heard of this before, but being transgender means that my sex assigned at birth doesn’t match the gender I am. Specifically, I identify as (insert specific gender identity here), and to me, this means… (elaborate more on your own identity/experience).

I realize this may be somewhat difficult for you to understand at first, and it also may be very new to you. It’s been a journey for me to discover myself and I hope that you will be part of my continued journey. As a start, I’ve decided to use (insert pronouns) pronouns and (insert name) as a new name because I feel they better represent who I am. Using these pronouns and name for me (insert when and where they can use these for you) would really show me you support and respect me.

I understand that it may take some time to adjust, and that is okay. Knowing that you are trying your best to learn, understand and support me is what’s important to me. If you make a mistake, I just ask that you don’t make a big deal about it and correct yourself next time. You may notice some other changes in me in the future, these are things I am pursuing to better align how I feel with how I present to the world.

Do you remember when we… (try inserting a relevant memory about your gender journey that they experienced with you). That was me just beginning my exploration of gender and you have always been there. I’m still that same person you know so well, I still like (insert a shared interest here) and still hope to be (insert a dream you’ve talked about together here) but I’m also learning new things that I like.

If you have any questions, please ask, although I may not be able to answer them all. I understand if you want to talk with other people who are in the same position as you. I know of some great resources out there to read or connect with like Skipping Stone Foundation which has some more reading as well as groups for friends/partners of trans and gender diverse folks.

Thank you for taking the time to read and learn more about me.

With Love,

(Your name)