



# Writing a Friendly Letter

A friendly letter sounds like you are talking to a friend sharing news about your life. It is polite to ask questions about your friend's life too!

			
<b>Greeting</b>	<b>On Center Line</b>	Street Address City, State Zip code Date	<b>Heading</b>
		<b>Skip line</b>	
	Dear _____,		
		<b>Skip line</b>	
<b>Indent</b>	→ I am having a great time at camp. Yesterday I went frog hunting and fell in the lake! I will see you in twelve days.		<b>Body</b>
<b>Indent</b>	→ What have you been up to this summer? I hope you are having fun. I can't wait to go to the swimming pool with you. Write back if you can!		
		<b>Skip line</b>	
	<b>On Center Line</b>	→ Sincerely,	<b>Closing</b>
		<b>Skip line</b>	
	<b>On Center Line</b>	→ _____ (Your name in cursive)	
		<b>Signature</b>	