

[Your Address]

[City, State, Zip Code]

[Date]

Dear [Friend's Name],

I hope this letter finds you well! I just wanted to catch up and let you know what I've been up to lately.

Last weekend, I went on a hike with some friends to [Location]. The weather was perfect, and the views were absolutely stunning! We even spotted some wildlife along the trail. After the hike, we had a picnic with sandwiches and snacks. It was such a fun day!

How have you been? I miss our chats and can't wait to hear all about your adventures. Have you been working on any new projects lately?

Let's plan to meet up soon! Maybe a weekend trip or just a coffee at that new cafe you mentioned?

Take care and write back when you can!

Best,

[Your Name]