

[Your Address]

[City, State, ZIP Code]

[Date]

Dear [Friend's Name],

I hope this letter finds you in the best of health and high spirits. I have been thinking about you and wanted to share some of the recent happenings in my life.

[Insert a few sentences about your current life or an interesting event you've experienced recently.]

Also, I remember the fun times we had during [mention any memorable occasion or activity you did together]. Let's plan to do something exciting soon!

How is everything going on your end? I'd love to hear about your studies and any new adventures you have embarked on.

Take care and write back soon!

Warm regards,

[Your Name]