[Your Address]
[City, State, Zip Code]
[Email Address]
[Date]
Hey [Friend's Name],

I hope this note finds you well! It's been a while since we last caught up, and I feel like it's high time we reconnect. I've been thinking about all the fun times we had back in the day, and I'd love to add you on [Platform, e.g., Facebook, Instagram] to stay in touch and share some updates and memories.

Not to mention, I want to see what's new in your world! If you get a chance, send me a friend request so we can keep the good vibes going. Looking forward to catching up!
Best,

[Your Name]