

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Date]

[Friend's Name]  
[Friend's Address]  
[City, State, Zip Code]

Dear [Friend's Name],

I hope this letter finds you in great spirits. I wanted to reach out to express my desire to reconnect and strengthen our friendship.

[Insert a personal anecdote or memory that highlights your friendship.]

I truly miss our time together and would love to catch up. If you're interested, perhaps we could [suggest a specific activity or meeting].

Looking forward to hearing from you!

Warm regards,

[Your Name]