

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Date]

Dear [Friend's Name],

I hope this letter finds you well! I wanted to share some exciting news with you. [Insert exciting news or update about your life].

In school, we are learning about [subject or activity], and it's really fun! I can't wait to share everything with you.

How have you been? I miss our [mention a shared activity or memory].

Let's plan to get together soon!

Take care and write back when you can!

Best wishes,

[Your Name]

P.S. Don't forget to tell me about [something specific you want to know]!