

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

[Classmate's Name]  
[Classmate's Address]  
[City, State, ZIP Code]  
Hey [Classmate's Name],

I hope this letter finds you well! It's been quite a while since we last connected, and I just wanted to reach out and see how you've been doing. I remember all the fun times we had in class and how much I enjoyed our conversations.

Life has been pretty busy on my end, but I often think about the good moments from school. I was wondering if you'd like to catch up sometime? It would be great to hear what you've been up to and share some laughs! Let me know if you're up for it. Looking forward to hearing from you!  
Take care,  
[Your Name]