

[Your Address]

[City, State, Zip Code]

[Date]

Dear [Friend's Name],

I hope this letter finds you well! I just wanted to take a moment to say hello and share some of the things that have been going on in my life lately.

[Insert a personal story or update here, such as recent events, activities, or feelings.]

I've been thinking about our last get-together and how much fun we had.

It would be great to catch up again soon! How about we plan a day to hang out?

Looking forward to hearing from you soon. Take care!

Warm regards,

[Your Name]