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

Dear [Recipient's Name],

Hello! My name is [Your Name]. I am [Your Age] years old and I am in kindergarten. I like [Your Favorite Activity or Toy].

In school, my favorite subject is [Your Favorite Subject] because [Reason Why You Like It]. I also enjoy playing with my friends [Friend's Name(s)].

I hope you are having a great day!

Sincerely,
[Your Name]
```