

[Your Name]

[Your Address]

[City, State, Zip Code]

[Date]

Dear [Recipient's Name],

Hello! My name is [Your Name]. I am in kindergarten. I like [favorite activity or thing].

I hope you are having a great day! I want to tell you about my favorite [animal/color/book/etc.].

Thank you for reading my letter! I can't wait to hear from you.

Sincerely,

[Your Name]