

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

Dear [Friend's Name],

Hi! I hope you are having a great day! I wanted to write to you and share some exciting things that have happened lately.

[Insert a fun story or update about your life, like a recent adventure or your favorite activity.]

I also want to know how you are doing. Have you been working on any cool projects or going on any adventures?

Let's plan to get together soon! I miss hanging out with you.

Sending you lots of smiles!

Your friend,

[Your Name]