

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

Dear [Friend's Name],

I hope you are doing great! I wanted to write to you and tell you all about the fun things I've been up to lately.

Last weekend, I went to the park and it was so much fun! I played on the swings and even had a picnic with my family. I wish you could have been there! What have you been doing? I miss playing games with you.

Also, I found this really cool book about [favorite topic or character], and I thought you would love it! Maybe we can read it together next time we meet.

Let me know how you are and if you want to hang out soon. I can't wait to hear from you!

Take care!

Your friend,

[Your Name]