

```
```python
def write_letter(sender, recipient, subject, body):
    letter = f"Dear {recipient},\n\n"
    letter += body + "\n\n"
    letter += f"Sincerely,\n{sender}\n"
    letter += f"Subject: {subject}"
    return letter
# Example usage
sender = "John Doe"
recipient = "Jane Smith"
subject = "Meeting Reminder"
body = "This is a reminder for our meeting scheduled for tomorrow at 10
AM."
letter = write_letter(sender, recipient, subject, body)
print(letter)
```
```