

[Your Address]

[City, State, Zip Code]

[Email Address]

[Date]

Dear [Friend's Name],

I hope this letter finds you in great spirits! It's been a while since we last connected, and I wanted to take a moment to catch up.

[Share personal updates, stories, or experiences.]

I thought about our last get-together and it made me smile. We should plan to meet up soon!

Let me know how you've been doing. I can't wait to hear all about it!

Take care and write back when you can!

Warm wishes,

[Your Name]