

[Your Address]

[City, State, Zip Code]

[Date]

Hey [Friend's Name],

I hope you're doing great! I just wanted to drop you a quick note to see how everything's been. It feels like ages since we last caught up!

Things here have been pretty good. [Add a sentence or two about something interesting happening in your life.] I'm thinking about [mention any upcoming plans or events]. It would be awesome if you could join!

Let me know what your schedule looks like. I'd love to hear all about what you've been up to lately!

Take care and talk soon!

Best,

[Your Name]