

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

Dear [Friend's Name],

Hello! I hope you are having a super fun day! I wanted to write to you and tell you how much I miss playing together.

Do you remember the time we built that big sandcastle at the playground? It was so much fun! What do you like to do now? I have been playing with [Favorite Toy or Activity] and it's awesome!

I can't wait to see you at school. Let's plan to play together soon!

Sending you big hugs and lots of smiles!

Your friend,

[Your Name]