

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Date]

Dear [Friend's Name],

I hope this letter finds you doing well! I just wanted to take a moment to catch up and share some of the recent happenings in my life.

[Add a personal anecdote or update about your life].

I was thinking about our last adventure and how much fun we had! We should plan another get-together soon.

Let me know how things are going on your end. I miss our chats!

Take care and write back when you can.

Best,

[Your Name]