[Your Name] [Your Address] [City, State, Zip Code] [Date] Dear [Recipient's Name], Hello! I hope you're having a super fun day! I wanted to tell you about some exciting things I've been doing lately! I've been working on a super cool project where I [describe project or activity]. It has been so much fun, and I can't wait to share it with you! What have you been up to? I would love to hear all about your adventures! Maybe we can play together soon! Sending you lots of smiles and colorful wishes! Your friend, [Your Name] P.S. Don't forget to wear your favorite color today!