

[Your Address]

[City, State, ZIP Code]

[Date]

Dear [Friend's Name],

I hope this letter finds you well! I just wanted to write and catch up since it's been a while since we last spoke.

I've been keeping busy with [mention any recent activities or events in your life]. It's been fun, but I also miss our hangouts.

How have you been? I'd love to hear about what's new with you and any exciting things happening in your life.

Let's plan to meet up soon! Maybe grab some coffee or go for a hike?

Take care and write back when you can!

Best,

[Your Name]