

[Your Address]

[City, State, Zip Code]

[Email Address]

[Date]

Dear [Friend's Name],

I hope this letter finds you well! It's been a while since we last caught up, and I thought it would be nice to write you a little note.

[Start with a personal update, e.g., "I recently went on a trip to..." or "I've started a new hobby..."]

I remember the last time we hung out, we talked about [a shared interest or past event]. It would be great to revisit that and maybe plan something together soon!

How has everything been on your end? [Ask about their life, recent activities, or mutual friends.]

Let's try to get together soon. It'd be fun to catch up over coffee or a meal!

Take care, and write back when you can!

Best,

[Your Name]