

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

[Friend's Name]
[Friend's Address]
[City, State, Zip Code]

Dear [Friend's Name],

I hope this letter finds you in great spirits! It's been a while since we last caught up, and I wanted to take a moment to reconnect.

[Share a personal update or a funny story about something recent in your life that you think they'd enjoy.]

I remember our last adventure together! [Mention a specific memory or inside joke]. Let's plan another get-together soon. I miss hanging out and catching up in person.

How is everything going with you? [Ask about their life, work, or any mutual interests.] I'd love to hear all about it!

Let's not let too much time pass before we plan something. Maybe a weekend get-together or a phone call this week?

Take care and write back when you can!

Warm wishes,
[Your Name]