

[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've been thinking about you.

[Share a personal update or anecdote]

[Ask about your friend's well-being or recent events in their life]

[Provide more updates or thoughts you want to share]

I miss our times together and hope we can plan a get-together soon.

Take care and write back when you can!

Warm regards,

[Your Name]