

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

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

Dear [Recipient's Name],

I hope this letter finds you well.

I am writing to extend my warmest greetings to you and the wonderful people of Zhengzhou. It is a city rich in history and culture, and I have always admired its contributions to [specific aspect, e.g., technology, education, heritage].

I look forward to the opportunity of visiting Zhengzhou and experiencing its vibrant atmosphere firsthand.

Best wishes,

[Your Name]