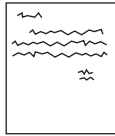
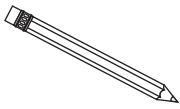


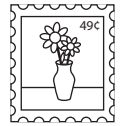
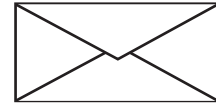
Name: _____

Date: _____



Answers (Answers will vary)

Construct a Friendly Letter



Use the prompts and hints below to help you plan to write a friendly letter. Once you have organized your ideas on this page, use a separate piece of paper to write your friendly letter.

410 Sunny Lane

Clarksville, VA 36210

August 4, 2017

Hint: In these spaces, write your address and the date below your address. You can use your address or your school's address. Don't forget to use commas!

Dear Melanie,

Hint: Write the name of the person who is receiving your letter. Don't forget a comma!

Hint: In this space, write the body of the letter.

Hi! How are you? I have had a great summer and I hope you have enjoyed your summer as well! My family went on vacation to the beach last month and we saw sharks and dolphins while we were there! What have you been doing this summer? I hope to hear from you soon!

Sincerely,

End your letter with a closing, such as "Sincerely." Don't forget your comma!

Anna

Sign your name at bottom. You are finished!