

# Letter Writing

## Letter writing format to your friend all in one

Address of letter sender

My dear [Name of friend],

I received your letter yesterday. Thank you very much for your kind letter. I am very glad to know that you are all well now.

**[Write some sentences about topic]**

I hope you will keep sending me letters from time to time. Please convey my best regards to your parents and accept my sincere love. I am waiting for your letter anxiously.

Friend's name and full address

yours sincerely

**An example has been given below:**

**Write a letter to your friend about your feelings on the last day of your school life.**

Notun palli

Midnapore

October 07, 2020

My dear Madhab,

I received your letter yesterday. Thank you very much for your kind letter. I am very glad to know that you are all well now.

I knew that you wanted to know about my feelings on the last day of my school life. It was Friday. I felt extremely sad at that moment. Many memories sweet and sad crowd in my mind. My heart leaps with joy when I remember happy moments at school. The celebration of cultural programme, annual sports, prize-distribution, independence day etc. give me limitless joy. Again my heart fills with sorrow when I remember my best friend who died prematurely. He can easily make us laugh. I can not forget the illustrate event.

I hope you will keep sending me letters from time to time. Please convey my best regards to your parents and accept my sincere love. I am waiting for your letter anxiously.

Madhab Jha  
B.S road  
Shreerampur  
Hooghly

yours loving  
Ajoy Mandal

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