

Informal Letter Sample

123 Maple Street
Springfield, IL 62704
June 10, 2024

Dear Sam,

I hope this letter finds you in great spirits! It's been a while since we've caught up, and I really miss spending time together, laughing and making memories.

I'm turning 18 next week, and we're having a small birthday party at our house on **Saturday, June 17th**. The fun begins at **5:00 PM**, and you know how much we love to celebrate! There will be good food, games, music, and, of course, lots of cake!

It wouldn't be the same without you there. I'd love for you to come over, join in the festivities, and make my day extra special with your presence. Mom, Dad, and everyone else are really looking forward to seeing you too!

Let me know if you can make it. Hope you can come and we can catch up on everything!

Take care and see you soon!

With love,
Alex