

Informal Letter Template to a Pen Pal in Another City

Tips:

- Start with a warm greeting.
- Share personal updates and daily experiences.
- Discuss hobbies, interests, or local events.
- Ask questions to keep the conversation going.
- End with a kind and friendly farewell.

[Your Address]

[City, Date]

Dear [Pen Pal's Name],

How are you? I hope this letter finds you well. It's been a while since we last wrote, and I was excited to sit down and tell you all about what's been happening here in [Your City].

Lately, I've been [describe a recent event or personal update]. It was so much fun, and I thought of you because [reason it reminded you of your pen pal]. Apart from that, I've also been spending my time [hobby or activity], which makes my days really enjoyable.

Has anything new happened in your city? Are there any exciting events or festivals coming up? I'd love to hear all about your favorite places or things you've tried lately. Maybe you could tell me what a regular day is like for you.

By the way, I have been wondering, [ask questions about their hobbies, family, or experiences]?

Looking forward to reading your letter soon! Take care and write back when you have the time.

With warm wishes,

[Your Name]