

Date: [Insert Date]

Dear [Friend's/Family Member's Name],

I hope this letter finds you well! I'm so excited to tell you all about my holiday plans for the upcoming school vacation.

This year, I'm planning to visit [Destination/Place]. I've always wanted to go there because [reason for choosing the destination – e.g., beautiful scenery, fun activities, chance to relax, family visits]. We're planning to leave on [Departure Date] and return on [Return Date], so it's going to be a nice break from school!

While we're there, I'm looking forward to [share a few activities, e.g., visiting famous landmarks, going hiking, swimming, sightseeing, or just relaxing]. I'm especially excited about [highlight one special activity or place]. My family/friends who are coming with me are also super enthusiastic and have planned some surprises, but they won't tell me what they are just yet!

I'll make sure to take lots of pictures and maybe even send you a postcard from [Destination]. Have you made any plans for the school vacation? I'd love to hear all about them!

Hope to catch up soon before we head off, or maybe we could plan a meet-up during the holidays.

Best wishes,
[Your Name]