



INDIAN SCHOOL AL WADI AL KABIR
DEPARTMENT OF ENGLISH [2021 – 2022]

TOPIC: INFORMAL LETTER WRITING-sample

LANGUAGE NOTEBOOK -2

RESOURCE PERSON: Mrs. Gemma Schwan

NAME: _____ CLASS: V SEC: _____ DATE: _____

33, Fifth Avenue.
4th Cross Road
Mumbai -89
Maharashtra

4th May 2021

Dear Preeti,

How are you? How are your parents and baby brother? How is the weather there? Hope you are doing well. I am also fine here.

I am writing this letter to invite you to my birthday party which will be celebrated on 30th May 2021 at my farmhouse at Lonavala. It will begin at 6:00pm. You can contact me on my phone for other details if needed.

It's been a very long time since we have seen each other and I will be really very happy if you can attend my birthday party. Waiting to meet you soon.

Take care!

With Love,

Pooja