

## 1. Informal Letter Worksheet

- **Greeting:** Dear \_\_\_\_\_,
- **Opening Line:** I hope you're \_\_\_\_\_. I wanted to tell you about my summer vacation.
- **Body Prompts:**
  - Where did you go? \_\_\_\_\_
  - What activities did you do? \_\_\_\_\_
  - What was the most fun or exciting part? \_\_\_\_\_
- **Closing:** How was your summer? I'd love to hear about it.
- **Signature:** Yours lovingly, \_\_\_\_\_

## 2. Formal Letter Worksheet (School Assignment Style)

- **Greeting:** Dear Friend,
- **Opening Line:** I am writing to share my summer vacation experience.
- **Body Prompts:**
  - Place visited: \_\_\_\_\_
  - Weather description: \_\_\_\_\_
  - Activities enjoyed: \_\_\_\_\_
  - Lessons learned: \_\_\_\_\_
- **Closing:** I hope you also had a wonderful vacation. Please write back soon.
- **Signature:** Yours sincerely, \_\_\_\_\_

## 3. Creative Letter Worksheet

- **Greeting:** Dear \_\_\_\_\_,
- **Opening Line:** The smell of \_\_\_\_\_ still lingers in my memory.
- **Body Prompts:**
  - Describe scenery: \_\_\_\_\_
  - Share a magical or funny moment: \_\_\_\_\_
  - New activity tried: \_\_\_\_\_
- **Closing:** I'd love to know how you spent your summer.
- **Signature:** Warmly, \_\_\_\_\_