

How to write a letter?

Opening Phrases

- Dear [Name]
- Hi [Name]
- How are you? I hope you're doing well.
- It was great to get your letter.
- Thanks for your last letter.

Useful Body Phrases

- I'm writing to tell you about....
- I wanted to share my experience of...
- Yesterday I went to the post office and....
- Sending and receiving letters feels special because... ...
- Nowadays, people usually use emails, but I still love real letters.

Closing Phrases

- Can't wait to hear from you soon.
- Let's keep in touch!
- Hope to see you soon.
- Send my love to your family.
- I really enjoyed writing to you—
- Take care and stay safe! —
- Looking forward to your reply.
- Don't forget to write back!
- All the best,
- Warm regards
- Lots of love,
- Hugs,
- Yours, (Name)



A Fun Letter from Taylor Swift – Level B2

Dear Swiftie,

How are you doing? I hope you're shaking off all the stress these days! 😊

I'm writing you this *handwritten letter* (yes, a real one!) because today is *World Post Day*, and I wanted to do something a little old-fashioned but meaningful.

You know, in the world of *instant messages* and *emails*, we've almost forgotten the joy of getting a letter in the *mailbox*. When I *post a letter*, I imagine the *postman* carrying it across cities and mountains — it feels like sending a piece of my heart on a journey. ❤️

I still remember when I was a kid, I used to stick *stamps* on colorful *envelopes* and send them to my best friend. Waiting to *receive a letter* back was so exciting — kind of like waiting for my next album to drop (but with more patience 😊).

Anyway, I just wanted to remind you that *real letters connect people across distances* and *preserve memories* in a way no text ever can. Maybe we should all write more letters and fill the world with more paper hearts!

Write back soon, okay? I can't wait to hear from you.

Until then, take care and stay safe!

Lots of love,

Taylor ❤️