

CBSE Informal Letter Writing Format

10/1E Karol Bagh
New Delhi -110005
India

*Your address
with
PIN code*

21 April 2020

Write date of writing the letter

Dear Rahul

Salutations / Greetings

I hope my letter finds you in good health. You will be glad to know...

This is where you write in detail in an informal / personal tone.

This part can have 3 paragraphs

Para 1 – You can write in brief about the purpose of writing.

Para 2 – You can write in detail about the purpose.

Para 3 – Concluding lines.

With Love,
Yours affectionately

Complimentary Closing

Rishabh Shukla

Your name

Msce Informal Letter

LM Reder



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The Gist of Informal Letter Writing Firoz Tata,2020-07-09 This book is authored with an idea to consolidate the skills of the readers in creating quality Informal Letters The author has worked hard to create more than 1000 specimen sentences that will assist the readers to select sentences of their choice and draft various letters in minutes Regular usage of this book will augment the skills of the users to create impactful letters The author has tried his level best to make the task of writing informal letters easy interesting and in simpler manner Adequate sample letters throughout the book are provided at the end of every topic Moreover the book ends with 26 examples of Informal Letters This will further assist the readers to gain more experience to write Informal Letters Social and Private Letters This book aims to encourage hassle free letter drafting without any doubt in mind further helping the users to widen the horizons of letter writing skills **Send Me a Letter!** Sol

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