WRITING A LETTER TO THE MAJOR

To successfully complete this activity, please follow the instructions below:

1. Choose an issue: In your city, you may have some issues so take into account that information to write a letter to the major of the city.
2. Once, you have identified the issue, begin writing your letter, but you have to include these essential components in the letter such as salutation, body, and conclusion.
3. Do not forget to check the rubric to see the aspects that will be taken into account to grade your work.
4. When your letter is ready, please double check your work to look for some mistakes that you have made such as grammar, spelling, punctuation and subject verb agreement.

Name of the student:



LIVEWORKSHEETS