Read the email and then plan your respond below.

You have received a letter from your English-speaking penfriend.

I'm doing a social studies course at collage and I've got a project to do about family life. Can you help? Can you tell me about your normal family routine at home like meal and housework and how you spend leisure time together as a family? I just need you to explain things and tell me what usually happens in your house.

Love, Tim

Write your email in about 80 words below.

## Fill in the table below using the information from the email.

Sender:						
Subject/topic:						
Email requirements:	2					
	3					