

Name :

Class :

Label the letter correctly. Drag the words from the boxes to correct places.

writer's
address

date

closing

signature

content

complimentary
closure

salutation

introduction

No 41, Lorong WJ3,
Taman Woodland Jaya,
27000 Jerantut Pahang.

3 Jun 2020

Dear Sarah,

Your sincerely,
Ahmad

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How are you? I hope you are doing well. I had an amazing experience visiting the King's garden today. The garden was clean and beautiful.

The moment I stepped foot into the garden, I could see many rare flowers such as roses and orchids. The bees were buzzing and birds were chirping. There is a pond in the middle of the garden with a lot of golden fishes.

My favourite part of the garden was the big oak tree next to the pond. I sat under the tree and drew some pictures in my sketch book. It was relaxing and soothing.

That's all from me. I hope to hear from you soon.

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