

Parts of Personal Letter

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Examination Hall,
A.B.C. School,
L.M.N. City.
18th March, 2016.

Dear Mona,

How are you? I want to tell you about my visit to Lahore. I traveled to Lahore with my family in my summer holidays. First, let me tell you about my flight; It was a comfortable flight.

We reached Allama Iqbal Airport of Lahore at 10.30 in the morning. We stayed in Park Hotel near Ravi River. The first day was wonderful as We went to many interesting places. For example, Shahi Qila/ Lahore Fort, Sheesh Mahal, Race Course Park, Tomb of Jahangir , Museum. The next day ,we went for shopping and I bought many dresses. My family liked the cold weather. We stayed there for five days.

So as you can see, I really enjoyed my visit to Lahore and I think I would like to get there again. How was your summer camp? Write to me about it. Waiting for your letter and regards to your family.

Your friend,
X.Y.Z

BODY

HEADING

CLOSING

SIGNATURE

GREETING