

## Informal letter/ short notes

We're organising a birthday party for our friend, Kate on 5th April at 5pm. The party will be held at a fast food restaurant nearby. All of our childhood friends are coming too. You know we haven't seen you since you changed schools. This would be a great opportunity to reconnect with our old friends. Would you like to come?

How are things? I haven't heard from you for ages. Anyways, I have exciting news.

I'm also in the midst of planning the surprise. Could you suggest some ways to surprise her? What do you think?

That's all for now. I hope you can make it to my party. See you soon!

*Here's an informal letter from Seroja to her friend, Aurora. Read its various parts carefully and drag them onto their right places.*

Hi Aurora,	<b>Greetings</b>
	<b>-Introduction</b>
	<b>-Purpose</b> (You may include some explanation about the reason why you're writing)
	<b>Content</b> Other points/details which are relevant to your purpose
	<b>Ending &amp; Signing off</b>
Yours, Seroja	Think of a reason to end your letter and say goodbye.

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