

Introduction

Closing

Body

Closing greeting

Opening greeting

Menorca's Festivity

Ana_ana@utu.com

To

Subject

Dear Anastasia,

My name is Lucia and I am a student of El Carmen school. I wanted to share with you information about my favourite festivity. It is called "El Jaleo"

El Jaleo takes place in Menorca during the summer, and it's celebrated in all of Menorca's towns. The festivities last three days in every town and during one of those days horses are in the streets.
There are some more activities during those days like dinner with the neighbours, foam parties and much more.

I will like to know what your favourite festivity is. Would you like to visit Menorca and see the horses? How is you school like? I hope to hear from you soon.

Regards,
Lucia

Who is the email from?

Who is the email to?

Where does the festivity take place?

What other option could you use for the opening greeting?

What other option could you use for the closing greeting?