

# Writing skills practice: A letter

## Preparation task

**Write the phrases in the correct group.**

How's everything going?

Hope to hear from you soon.

Take care.

Thanks for your letter and telling me all your news.

Say hello to your family and friends.

Sorry I haven't written sooner. I've been away on holiday.

Please write back soon.

It was great to hear from you the other day.

to begin a letter	to end a letter