

Build-Up to Mail-In: Town Edition



Drag and drop the sentences into the correct email parts.

HEADER (TO)

[Empty dashed box for TO address]

HEADER (SUBJECT)

[Empty dashed box for SUBJECT]

SALUTATION

[Empty dashed box for SALUTATION]

OPENING

[Empty dashed box for OPENING]

INTRODUCTION

[Empty dashed box for INTRODUCTION]

BODY PARAGRAPH

[Empty dashed box for BODY PARAGRAPH]

CLOSING

[Empty dashed box for CLOSING]

SIGN-OFF

SENTENCE BANK

● ali123@gmail.com

● Visiting My Town

● Hi Ali,

● How are you?

● I am writing to tell you about places in my town.

● There is a big park near my house.

● I like going to the library because it is quiet.

● Besides, the shopping mall is very interesting.

● I hope you can visit my town soon.

● Your friend,
Amin

● Your friend,
Amin

