

Parts of an e-mail

1	Today I'm visiting...		Introduction
2	I hope you are doing w...		Ending.
3	Please say hello to...		Body.
4	I'm writing this letter w...		Ending.
5	I am having a wonderfu...		Introduction.
6	How are you doing?		Ending.
7	My vacation trip around...		Body
8	I miss you so much...		Introduction.
9	Right now,...		Ending.
10	Lots of love,...		Body.
11	How are you these days?		Body...
12	I love you! See you soon.		Introduction