Organize the emails

Instructions:

Below are an informal and formal email that have been mixed up. Your task is to put the sentences in the correct order to form a well-organized email. Pay attention to the greeting, main content, and closing.

Tom	1)
How have you been? I wanted to tell you about my weekend. I went hiking with some friends. It was amazing!	2)
The weather was perfect. What have you been doing?	3)
Hope to hear from you soon.	4)
Dear Anna,	5)
Best wishes ,	6)

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Formal Email

Yours sincerely,	1)
Thank you in advance for your assistance. I look forward to your response.	2)
Could you please provide me with more details about the course levels and starting dates? I would appreciate any additional information you can offer.	3)
I hope this email finds you well. I am writing to inquire about the availability of English courses at your language school. I am interested in improving my writing and speaking skills and would like to know the schedule and fees for your classes.	4)
Maria Johnson	5)
Dear Sir/Madam,	6)

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