



LETTER WRITING

Solutions

What's wrong with this letter?

<p style="text-align: right;">Lucas Deane 347 Farnham Terrace INVERMAY TAS 7248</p>	<p>← Recipient's name and address should be on the top right-hand side of the letter</p>
<p>5 January 2012 ←</p>	<p>← Date should be on the left-hand side above the greeting and should include the year.</p>
<p>Hi Tracey, How are you? Guess what? I have great news... my team won our cricket final! We got to go out for a big celebration dinner where the coach gave out awards. I won best catch of the season! It was for the time I caught the ball just before it went over the fence for six. They gave me a little trophy and everything. I've got it on my desk so I can show you next time you visit! Next weekend we're going camping at the river. We're taking fishing rods and Dad says I am in charge of catching dinner! See you when school starts again!</p>	
<p>From, Lucas ←</p>	<p>← Writer's name should be below the farewell.</p>
<p>PS I hope we're in the same year 6 class! ←</p>	<p>← PS should be below the writer's sign-off.</p>