

Informal Letter Format

B-56, Sunview Apartments
Sector 21, Noida – 201301

17th May 2025

Dear Ananya,

How are you doing? I hope everything is going great at your end. I have some exciting news to share with you—I got a new puppy!

His name is Bruno, and he's a golden retriever. He's only two months old and super playful. He follows me everywhere and even tries to climb onto my bed! We take him to the park every evening, and he enjoys running around and playing with other dogs.

Taking care of a pet is a big responsibility, but I'm learning so much. He already knows how to sit and give a paw. I'll send you some pictures soon—you're going to fall in love with him!

Please visit soon and meet him. I'm sure you'll enjoy playing with him. Take care and say hello to your parents from my side.

Yours lovingly,
Tanya

