

Informal Letter to Cousin about School Annual Function

78, Nehru Nagar,
Chennai – 600015
30th November 2025

Dear Neha,

I hope you are doing well. I am very excited to tell you about my school's annual function, which was recently held.

The program started with a welcome speech, followed by various cultural performances. I also participated in a dance competition, and our group won first prize. There were plays, songs, and even a science exhibition. The chief guest gave an inspiring speech about the importance of hard work.

It was a memorable day, and I enjoyed it a lot. I wish you could have been here to see it. Please write back soon.

Yours lovingly,
Suresh

