

Informal Letters

Sample Question-2

Your friend, Kunal is fond of reading good books. Write a letter to him inviting him to visit the Book Fair which is going to be held in your city in December. You are Rajiv Mittal, living at

H-15, Ballabh Colony, New Delhi

Answer:

H-15, Ballabh Colony

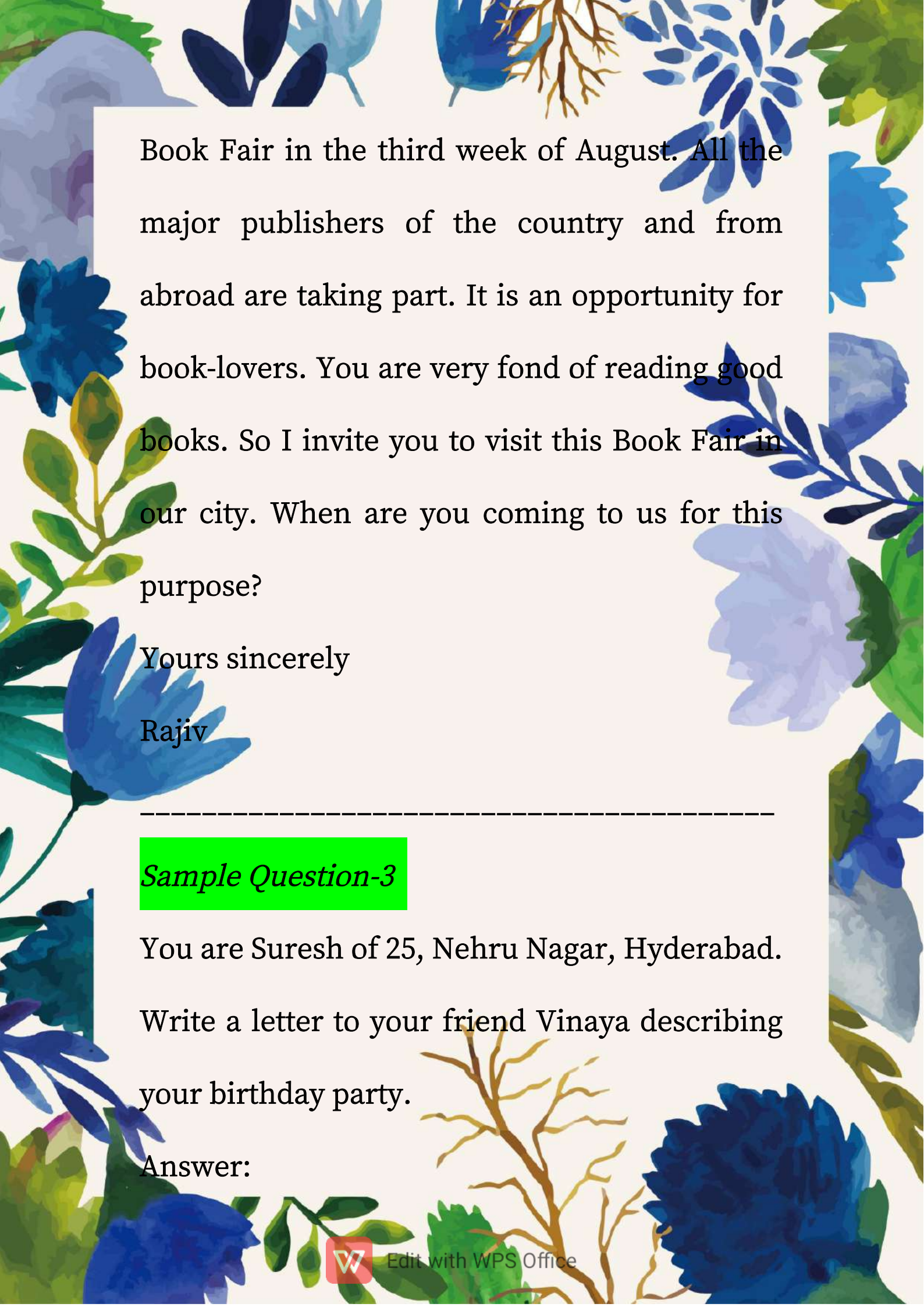
New Delhi

6 August, 2007

My dear Kunal

Thank you very much for your letter. I am glad that everybody is fine. Our city is holding a





Book Fair in the third week of August. All the major publishers of the country and from abroad are taking part. It is an opportunity for book-lovers. You are very fond of reading good books. So I invite you to visit this Book Fair in our city. When are you coming to us for this purpose?

Yours sincerely

Rajiv

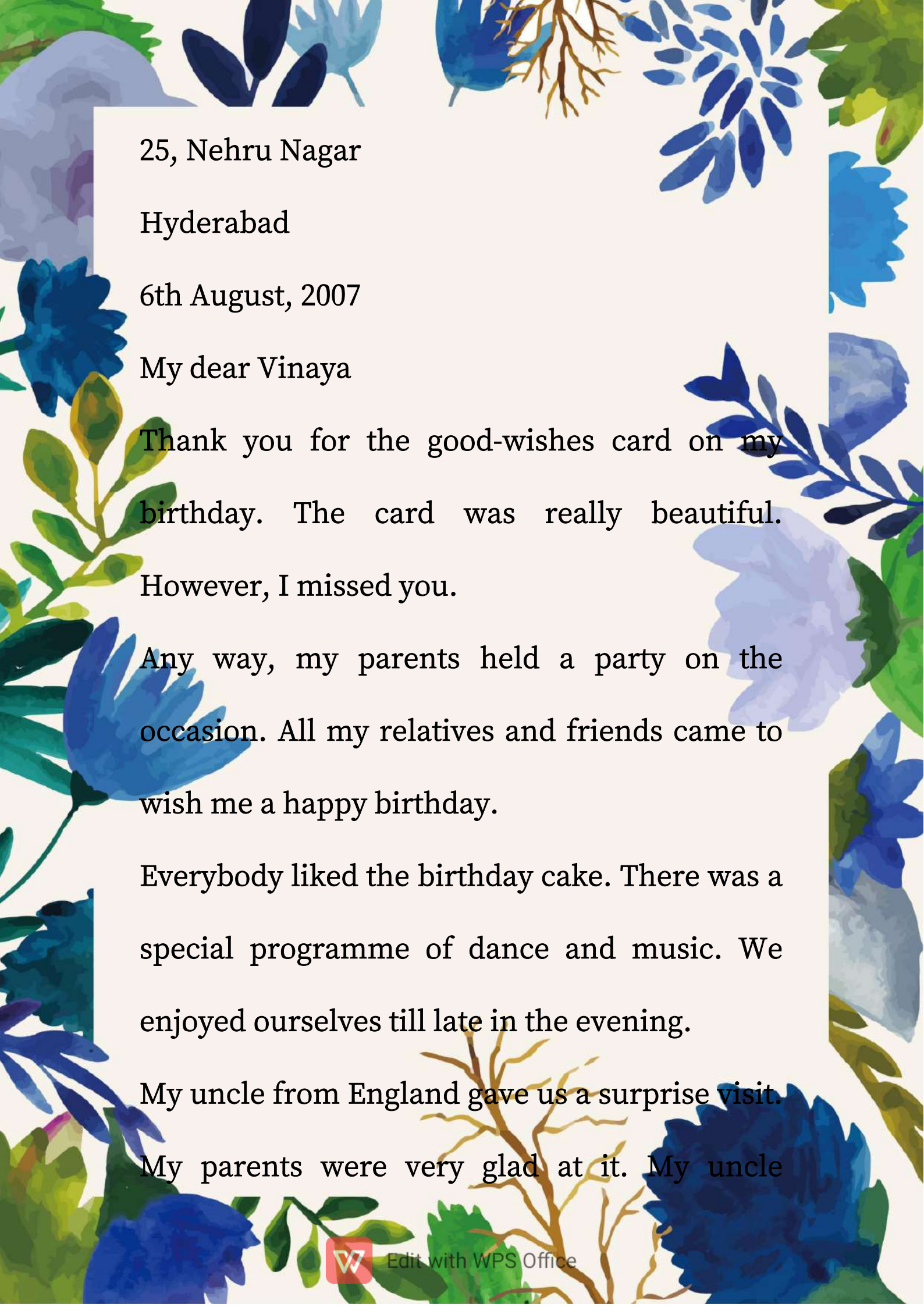
Sample Question-3

You are Suresh of 25, Nehru Nagar, Hyderabad.

Write a letter to your friend Vinaya describing your birthday party.

Answer:





25, Nehru Nagar

Hyderabad

6th August, 2007

My dear Vinaya

Thank you for the good-wishes card on my birthday. The card was really beautiful.

However, I missed you.

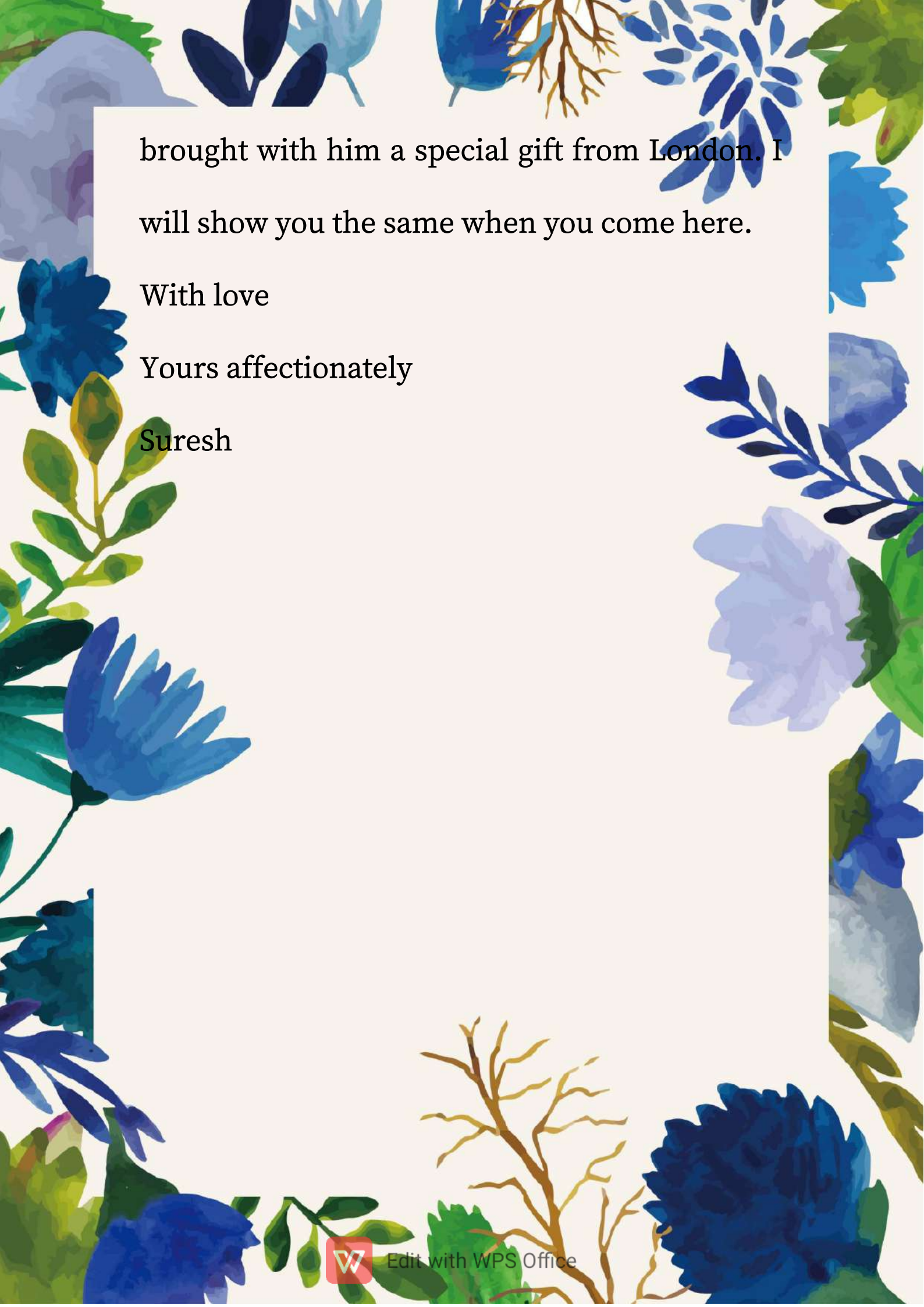
Any way, my parents held a party on the occasion. All my relatives and friends came to wish me a happy birthday.

Everybody liked the birthday cake. There was a special programme of dance and music. We enjoyed ourselves till late in the evening.

My uncle from England gave us a surprise visit.

My parents were very glad at it. My uncle





brought with him a special gift from London. I
will show you the same when you come here.

With love

Yours affectionately

Suresh

