

Dear \_\_\_\_\_,

Thank you very much for your letter. I was very glad to get it again. How are you? How is your family.

In your letter you've asked me about \_\_\_\_\_, and I'm writing to answer your questions.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

By the way, I'd like to ask you some questions about your \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

I'm sorry, I must finish now because I have a lot of things to do.  
Write back soon.

Best wishes,

\_\_\_\_\_