

11-22-10

Dear _____ ,

Thank you for participating in my first grader's pen pal program at Bonneville Elementary School. You have received a letter from one of my first graders and he, or she, looks forward to having a reply letter from you soon.

Here is the address to which you are welcome to send your letters:

Bonneville Elementary
c/o Patricia Jones
1145 S 1900 E
Salt Lake City, UT 84108

Again, thank you for your participation. We look forward to receiving your letter.

Sincerely,

Stephanie Evans
Student Teacher

P.S. If you received a letter from more than one first grader, you are welcome to reply to both letters individually, or you can write one letter for both students collectively. Which ever you prefer.