

# Y2 Informal Letter Writing Checklist



Did I...	Child	Friend	Teacher
<b>Structure and Language</b>			
write the sender's address? e.g. 43 High Street, London, SW4 3FT			
write the date?			
write an informal greeting?			
write an introduction?			
write more details?			
write a conclusion?			
write 'from' or 'best wishes' or 'love' before the sender's name?			