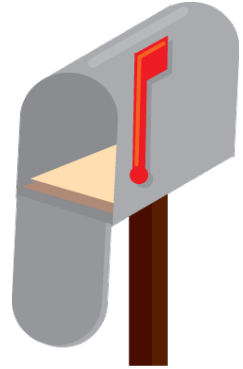


Put Your Stamp on It

DIRECTIONS: Correct the heading of this friendly letter using the proper editing mark for capitalization. Then draft the greeting, closing, and signature for the friendly letter, using capital letters where needed.



alexandra barton

415 tyler place

eastburg, massachusetts 64268

february 28, 2009

Heading

Dear Alexandra,

Greeting

Sincerely,

Brianna

Closing &
Signature