Writing a Thank You Note

When someone gives you a special gift, it is polite to write a thank you note. Sometimes people write thank you notes in a card, but they can also be written on paper.

March 22, 2018

Dear Aunt Megan,

Thank you very much for the beautiful sweater.
I can’t wait to wear it to school on Monday morning.
You are such a kind aunt for remembering my birthday!

Love,
Julia

Where do you write the date on a thank you note? ________________________________

What punctuation mark do you write at the end of the greeting? _______________________

Give three examples of words you might use in the closing.

1. ____________________________________  2. ____________________________________

3. ____________________________________
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I can’t wait to wear it to school on Monday morning.
You are such a kind aunt for remembering my birthday!

Love,
Julia

Where do you write the date on a thank you note? ______ at the top, on the right

What punctuation mark do you write at the end of the greeting? ______ comma

Give three examples of words you might use in the closing.

1. ______ Love, ______ 2. ______ Sincerely, ______

3. ______ Your Friend, ______