January 20th, 2011

**Dear Cathy,**

**My name is Olga. I’m a student of the 10th form of a secondary school. I’m from Russia.**

**My hobbies are music, skiing, and skating, playing basketball.**

**I want to have pen - friends from English- speaking countries. I want to know a lot about teens’ life in different countries as well as to master my English.**

**Can tell you much about Russia and Russian people.**

**Best regards**

**Olga**

**WRITING LETTERS**

**Характерные черты личного письма**

**Структура**

**1.Обращение – начинайте с «Dear…» or «Hi…»; после обращения поставьте запятую**

**2.Введение – напишите короткое предложение, относящееся к адресату:**

* ***It was so good to hear from you.;***
* ***Thanks for your recent letter.;***
* ***I’m sorry I haven’t written so long but…***

**2.Заключительная фраза:**

**в коротком предложении попросите адресата передать привет кому-либо:**

* ***Give my love/regards to…***

**Выразите надежду на встречу или получение ответа:**

* ***Looking forward to seeing you/hearing from you.* Закончите письмо выражениями:**
* **All the best;**
* **Love**

**И подпишите письмо.**

**Абзацы**

* **Каждый абзац следует посветить одной теме или одной определенной информации.**

**Язык и стиль**

* **Используйте краткие формы (I can’t, I’m ) и особую пунктуацию типа восклицательных знаков;**
* **Используйте обороты и выражения характерные для разговорной речи(If it’s OK with you).**

**Example**

 **Flat29, 63Kuibusheva Street**

 **Village Kriulino**

 **Krasnoufimskey district**

 **Sverdlovskaya region**

 **623310 RUSSIA**

 **January 20, 2009**

**Dear Cathy,**

 **It was so good to hear from you. It is interesting to learn about your Christmas and New Year celebrations.**

 **In Russia we have winter holidays from the 28th of December till the 11th of January. During my winter holidays I saw New Year in with my friends. We decorated New Year Tree, prepared holiday dinner, gave gifs to close friends and fire worked and had a lot of different funs. Also during my holidays I spent much time in the open air skiing, skating and going for a walk with my friends.**

 **According to Orthodoxy, Christmas in Russia is celebrated on the 7th of January. Christmas services take place in every church or cathedral all over the country.**

 **Could you tell me please about teens’ life in your country.**

 **Looking forward to hearing from you again soon.**

 **Love**

 **Olga**