# 小学英文作文写信模板范文通用12篇

来源：网络 作者：逝水流年 更新时间：2024-12-12

*小学英文作文写信模板范文 第一篇Dear Laura，This is exciting news. Congratulations to you. I believe that new home will bring you a bette...*

**小学英文作文写信模板范文 第一篇**

Dear Laura，

This is exciting news. Congratulations to you. I believe that new home will bring you a better livingenvironment，and make your whole family more laughter. If there\'s anything I can do，please tellme. I will do my utmost to help you. My wife and I will attend the party on time.

Yours，

Lynn

**小学英文作文写信模板范文 第二篇**

一般的书信由六个部分构成。这六个部分是：称呼、问候、正文、祝福语、署名、日期。下面分别说说它们在格式上的要求。

(1)称呼

写一封信，先要把收信人的称呼顶格写在第一行，然后，再在后面加上冒号，表示下面有话要说。

(2)问候语

问候语要写在称呼的下一行，空两格。它可以独立成为一段。

(3)正文

正文一般分为连接语、主体文、总括语三个部分。每一个部分开头都应另起一行，空两格落笔。

(4)祝福语

祝福语是表示致敬或祝贺一类的话，如“此致”、“祝”等。应独占一行，空两格写。

另外，在写与“此致”或“祝”相配套的`“敬礼”、“健康”等一类表示祝福的话语时，一般要另起一行顶格写。

(5)署名

写完信之后，在信的右下角写上发信人的姓名叫做署名。在署名的前面一般还要加上合适的称谓，如“你的同学”、“你的好友”，“您的学生”等。

(6)日期

日期写在署名的下一行。

英语书信（一）

20 June

Dear Mr. Seaton，

Thank you very much for taking me with you on that splendid outing to London. It was the first time that I had seen the Tower or any of the other famous sights. If I\'d gone alone, I couldn\'t have seen nearly as much, because I wouldn\'t have known my way about.

The weather was splendid on that day, which I thought was rare. I still remember some people told me that in Britain there was weather and no climate. During the same day, it might snow in the morning, rain at noon, shine in the afternoon and be windy before the night falls. So I think I was lucky.

I think the river trip was the best thing of all. ()London really came alive for me as we saw it from the Thames during that wonderful journey down to Greenwich. It was all tremendously exciting － a day that I shall never forget.

Thank you for giving me such a great birthday treat.

Yours sincerely,

Linda Chen

英语书信（二）

Dear Mr. Wang：

Thank you for taking the time to write your wonderful letter in support of MCEA (Maywood Chinese Education Association). Your letter clearly articulates all the major reasons children in Maywood will benefit from studying the Chinese language as part of their elementary school education. It provides invaluable support that will help making bilingual Chinese education a reality in Maywood public schools.

Although MCEA would like to see Palo Alto public schools implement the first bilingual Chinese kindergarten class in September of 20\_, we have learned that the school district must take the time to understand how a new program will affect existing educational offerings, and to validate community interest. Nevertheless, MCEA, with more than 70 members, will continue to actively promote bilingual Chinese education in the Palo Alto public schools and will keep you apprised of the progress we make.

Thanks again for sending a letter in support of MCEA. We\' will continue to do all we can to realize this program both for families of Chinese descent and those with a general interest in participating in the growing economic power of China.

Yours sincerely,

George Chen

**小学英文作文写信模板范文 第三篇**

How time flies! I have studied in my school for three years. And I willgraduate from middle school in a month. I am eager to share my happiness andsadness with you.

I had so many memories in three years’ life. One of them impressed me verymuch. I still remember, when I began to learn English, I found it too matter how hard I tried, I still couldn’t do well in it and almost gave itup. As soon as my English teacher found my problem, she had a talk with me abouthow to learn English well. Since then, she has kept helping me. Little bylittle, I’ve become interested in English and I’m good at it. I think I am solucky to become one of her students. I’ve learned a lot from her.

I will try to help others when they are in trouble. I think it is a happything to help others.

**小学英文作文写信模板范文 第四篇**

给彼得的一封信

Dear Peter,

I\'m glad to receive your know you are planning to come to China by you last letter,so I want to invite you to visit the \'\'agritainment\'\'.

\'\'Agritainment\'\' is very popular in my hometown and I think it should be a must for you to experience after you you can feel the truly countryside life and get closer to are so many plants,such as flowers,trees and so fresh air and clear river will make you comfortable and you like,you also can go to the mountion to pick some fuits or wild vegetables by believe that eating the vegetables and food by yourself,it\'s a amusing feeling.

I hope you can go to the agritainment with am looking forward your coming.

Yours,

Li Hua

**小学英文作文写信模板范文 第五篇**

Dear sir:

Thank you for your kindness for offering the piece of land for our school and students. And we hope that we can use it reasonable and satisfy what you think. The arrangement for using the land is as the follows.

Our school is a long history school with a tiny land. This restricts the scale of our teaching, especially for the PE lessons. So we decide to develop the land as a sports land. Half of the land will be used as the football yard with racetrack around. And the left space will be designed for a basketball court while the building will be repaired with the function of a gymnasium.

To achieve this, we will employ a professional company to design and arrange it fully meeting the demand for daily teaching use. Especially for the gymnasium, we hope that it will be newly designed and repaired with a multi-function use. Thus we can use it in a lot of situation, such as basketball, volleyball, gym and so on.

After its completion, the PE teaching can be fully plentiful that the students can enjoy more than ever before. On weekends and vocations, we can open the land to the students and the residents around to do exercises or play at here in order to let more people can get the benefits from here.

So we really appreciate what you\'ve done for us and hope that you can satisfy what we\'ve arranged at the land.

Sincerely yours

xxx

**小学英文作文写信模板范文 第六篇**

Mechanical Engineering Department

Dalian University of Technology

Dalian 116023

Liaoning,China

November28,1999

Mr. WangXiming

Mechanical Engineering Department

Massachusetts Institute of Technology

Cambridge, Mass. 02139

Dear Mr. Wang,

Thank you for your letter of November 3,1999. I am sorry not to have written back earlier but time seems to pass so quickly.

I learnt from your letter that you had received you master\'s degree. I would like to congratulate you on your splendid success.

In this letter I am bringing you a piece of good news：your wife gave a birth of a boy last week and she ins in good health now. The baby weighed eight jin at birth. Yesterday my wife and some other neighbors went to the hospital to see your wife and to congratulate her on the birth. She told them that she had been nursed with the best care since she was in hospital.

Now I\'m taking the Visiting School Test in Beijing. If I pass the examination, I\'ll leave for America soon. If not, I\'ll wait for another chance. I\'ve never been to the ., and I know little about the institutions and customs there. I hope that you will write to me and tell me more about them.

With best regards to you and your classmates.

Yours sincerely,

Zhang Jiao

**小学英文作文写信模板范文 第七篇**

Dear Mary,

I’d like to invite you to join us for a visit to the nearby nursing homenext Saturday for the Double Ninth Festival. It is the day for the elderly inour culture.

We’ll go and make dumplings and cakes with the elderly people there. We’llalso spend some fun time together singing, dancing and playing games, which wehope will make them happy. We should be back around 4 o’clock in the you are able to come with us, please let us know and we’ll wait for you atthe gate at 9 in the morning.

Looking forward to your reply.

**小学英文作文写信模板范文 第八篇**

Dear \_\_\_\_:

l am glad to help you,As for how to study is my way.

You said that you can\'t remember words ,I think you can make word cards to renmember \'s easy to syudy grammer too,You can take notes and ask teacher for help .It\'s very important to handn up in class . It can help you not very shy to have a conversation with make sure to try your best ,you can do every thing you says:“the habit is the best teacher ”so,you must let English to become your habit and must work hard.

I hope my advice will be of some help.

Yours,

小学书信范文400字20\_-08-25

高一英语书信作文题20\_-11-25

书信格式作文20\_-11-26

书信作文20\_-04-30

书信格式范文20\_-07-22

书信格式模板20\_-05-02

五年级书信作文20\_-05-06

亲子书信作文20\_-05-06

书信四年级作文20\_-04-30

**小学英文作文写信模板范文 第九篇**

Changchun, Jilin,

. China

November6, 20\_

Dear Tina,

Hello! I’m a Chinese boy. My English name is Ivan. I’m in Middle School. I’m in Class2, Grade3.

My school is big and nice. There are many teachers in our school. They are kind to us and teach us well. In my school I have many good friends. They often help me. I like making friends. Do you want to be my friend? I hope to hear from you soon.

All good wishes!

Yours,

Wang Dong

**小学英文作文写信模板范文 第十篇**

英语书信模板

祝贺信

Dear \_\_\_\_\_\_ ,

①I have learned with delight that you \_\_\_\_\_\_(祝贺事由). ②I would like to extend to you my utmost

congratulations on \_\_\_\_\_\_. ③You must be \_\_\_\_\_\_. ④And I feel very happy for you.

⑤ \_\_\_\_\_\_(所取得的成绩)is quite exciting news! ⑥I know this is surely owing to \_\_\_\_\_\_(被祝贺人过去的努力).⑦It

is a reward you richly deserve for your \_\_\_\_\_\_(被祝贺人的优点).

⑧Kindly let me know when you \_\_\_\_\_\_(咨询对方何时有空).⑨I hope \_\_\_\_\_\_(表达自己的`愿望). ⑩My best wishes

for your further success.

Yours sincerely,

Li Ming

询问信

Dear \_\_\_\_\_\_ ,

①I am \_\_\_\_\_\_(自我介绍). ②I am writing to see if it is possible for you to provide me with information regarding

\_\_\_\_\_\_(要询问的内容).

③First of all, what are \_\_\_\_\_\_(第一个问题)? ④Secondly, when will \_\_\_\_\_\_(第二个问题)? ⑤Thirdly, is \_\_\_\_\_\_(第三个问题)?

⑥I would also like to inquire \_\_\_\_\_\_(将最重要的问题单独成段). ⑦Could you be so kind as to send me some

relevant booklets on the above-mentioned aspects?

⑧Thank you for you kindness, and your prompt attention to this letter will be highly appreciated.

Yours sincerely,

Li Ming

**小学英文作文写信模板范文 第十一篇**

Leaders, Members:

Hello, everyone.

My name is XXX. You can call me Andy in English. I\'m from Tieling elementary school. I\'m in Grade 2 Class 1. I\'m seven years old. As you can see, I have big eyes and round face. I am not very tall but I am very strong and smart.

I was selected by my classmates to be the monitor. Now I am in charge of the whole class to help my teacher. I like this position and I will do my best to make our class better.

I know why my classmates selected me to be the monitor, because I am very caring and understanding, I am organized and responsible, additionally I am not selfish,not like lots of children do at present. I feel very happy when I help others.

I learned all these virtues from my mom and dad. They both are very nice persons. I am proud of them, besides they are nice, my mum is beautiful and my dad is handsome. I love them very much.

I like English. Sometimes I talk with my mom in English. My mom helped me a lot in learning English. I like singing, dancing and drawing. My favorite colors are blue and green. These two colors make me think of the sky, ocean and forest. I want to grow up to be a man with broad mind like the sky, to be a deep thinker like ocean and an active protector for others like forest. Thank you!

**小学英文作文写信模板范文 第十二篇**

Dear Paul,How was I to know that you were watching me sleep? I awoke to see you laying there and just then, you smiled and said hi and that just melted me. I wish with all of my heart that I could wake to your beautiful eyes for the rest of my hated to leave but as I have told you, I left a big part of me with you. It is yours now so, take care and tread lightly. I wish that I could be with you now as you face so many struggles, but know that I am there in spirit and am praying for everything to work out for you. No matter where this life takes us, together or not, know that you and your girls will always be in my heart and xxxmy favorite.xxx Love always,Amanda

本DOCX文档由 www.zciku.com/中词库网 生成，海量范文文档任你选，，为你的工作锦上添花,祝你一臂之力！