# 小学英语书信优秀范文27篇

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*小学英语书信优秀范文 第一篇Dear CindyThere are many rules at my home,but I like these they are good for morning I have to get up at h...*

**小学英语书信优秀范文 第一篇**

Dear Cindy

There are many rules at my home,but I like these they are good for morning I have to get up at half past I must do exercise before I go to get cant play with my friends becauseI must do my homework can watch TV,but I must finish my I have to go to bed before 9: very happy.

Yours

Zhao Liang

**小学英语书信优秀范文 第二篇**

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!

**小学英语书信优秀范文 第三篇**

Dear Tom,

How are you doing? How time flies! I have been back to China for half a year. I miss you so much!

Every time I catch sight of our photos taken in America, I can’t help thinking of what you have done for me. It was so kind of you to help me with my spoken English. Besides, you made me master a lot of advanced English grammar, which really surprised me. What’s more, I shall always remember you encouraged me to correct my pronunciation by enjoying American TV programs.

By the way, Could you please tell me how can I get in touch with Mr. Smith? I have some learning problems to ask him.

Besides, I know you are interested in the historical Chinese civilization. Why not come to China to enjoy the Spring festival? I promise you won’t regret!

Looking forward to your reply!

Yours,

Li Hua

**小学英语书信优秀范文 第四篇**

Dear He Jian,

My name is Wang Jiajia. I study in Xinqi School. I’m twelve years old. I like English very much, because my English teacher is very kind. My favourite fruit is apple, because it’s sweet and healthy. My favourite day is Tuesday, we have computer, . and English. It’s a great day. Tall me about your school, please.

Your pen pal,

Wang Jiajia

**小学英语书信优秀范文 第五篇**

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

**小学英语书信优秀范文 第六篇**

Dear Sir,

I take pleasure in recommending to you my friend Li Ming,who is now studying physics in California University in the .

Li Ming was born on July 15,1974 in graduated from Xisi Primary School in 1986 to 1992 he studied in No. 4 Middle School,where he got high scores in maths,physics and chemistry and was fond of literature and 1992,he entered Beijing University,majoring in graduaged with high honours in 1996 and was admitted to California University for advanced result of his excellent work he has got his doctor\'s degree this enjoys excellent health and is ready to work hard for the should be most grateful if you favorably consider my recommendation.

Looking forward to receiving your early reply.

Yours truly,

Wang Li

**小学英语书信优秀范文 第七篇**

Dear Peter

How is it going

These days,I am really busy

the final exam is always get nervous befor the exam

.My parents want me to get better grades than now I have problem

learning you give me some advice?I think you can always come up with

I am looking forward to your letter.

yours,

\*\*\*\*

**小学英语书信优秀范文 第八篇**

Dear Dennis,

I\'m your classmate, and would like to talk something about our class. I think it would be impolitely to talk loudly in the halways, eat snacks in class and drop litter on the floor, and cut in line when getting on the school bus. also I think it\'s politely to say \_hello\_ to our teachers and our you think about my suggestions ? and I hope we can do it together from now on.

Best regards

xxx

**小学英语书信优秀范文 第九篇**

Dear John:

Thank you very much for the nice birthday present you have sent me! I have been longing for a dictionary for a long time. It will surly be very helpful to my study.

It\'s very nice of you to remember my birthday. I\'ll make good use of the dictionary and I\'ll think of you with gratitude and affection every time I use it.

Love,

Sally

**小学英语书信优秀范文 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

**小学英语书信优秀范文 第十一篇**

1、称呼

(1)机构

A、不认识负责人

Dear Sir or Madam,Dear Sir/Madam,To whom it may concern,

B、认识负责人

DearMr./(Michael)Wang,

(2)个人

A、关系不亲密

DearMr./,

B、关系亲密

DearMichael,

2、正文

3、落款

(1)祝福语

Best wishes!/The best regards!

(2)签名

Yours sincerely,

LiMing

**小学英语书信优秀范文 第十二篇**

Dear Sandy,

I offer my warmest congratulations to you for receiving the first prize of The Olym for the middle school students. I know that you are always good at English. You often win the praise of our English teacher and always in the first place of our class. So I’m surprise at all that you become champion for this competition. However, in my mind, this match is very difficult.

So I becomemore and more admire you. Sincere congratulation to you again.

Best wishes,

Mandy

书信03-10

**小学英语书信优秀范文 第十三篇**

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

**小学英语书信优秀范文 第十四篇**

Directions:

Suppose you won a translation contest and your friend, Jack, wrote an email to congratulate you and ask for advice on translation. Write him a reply to

1) thank him, and

2) give advice.

You should write neatly on the ANSWER SHEET.

Do notsign your own name at the end of the text. Use “Li Ming” instead.

Do notwrite the address.(10 points)

**小学英语书信优秀范文 第十五篇**

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

**小学英语书信优秀范文 第十六篇**

Dear Mr. Smith,

I am writing to convey my warm congratulations on your appointment to the Board of Asia Industries Ltd.

My colleagues and I are delighted that the years of service your have given to your company should at last have been rewarded in this way and we join in sending you our very best wishes for the future.

Yours sincerely

**小学英语书信优秀范文 第十七篇**

I have been good at school. I often think of you when I go to bed because we always go for a walk before go to bed at home. So I miss you everyday.

Do you miss me? Why don\'t you call me? I\'ve got a lot of things to tell you.

One of the things is about foreign teacher\'s daughter. Her name\'s Skyler. She lives in Canada. She comes to our class to learn Chinese and English with me in my class.

This afternoon, when it was art and craft class, our class were cleaning the gymnasium. And she did it with us too. So I usually talk to her when she doesn’t know what to do? But when the class is over, I always haven\'t got enough time to talk to her. And I usually can\'t find her. So we don\'t have time to introduce to each other. But it is the first time that I have a foreign student. So I\'m very happy!

Mum, you often tell me, \_If you are happy, I\'ll be happy, too.\_So you have to be happy, because I\'m happy! I like you when you are happy!

In the end, I wish you everything is just fine!

Yours,

Sophia.

**小学英语书信优秀范文 第十八篇**

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

**小学英语书信优秀范文 第十九篇**

Dear friend，

My name is Guo ’m 13 years old and I’m from can speak Chinese and a little English. I don\'t have brother and sister. On weekends,I like going to the movies with my like math at \'s difficult,bue it\'sfun!My favorite color is favorite season is \'s your favorite season?

GuoJing

**小学英语书信优秀范文 第二十篇**

Leaders, Members:

My name is Liyuanyuan. I\'m a boy and I am 12 yeas old, there are 4 people in my family. My father is a Chemistry teacher. He teaches chemistry in Zhengxin senior high school.

My mother is a Chinese teacher. She teaches Chinese in the university. I have an elder brother; he is a junior middle school student and is preparing for the entrance exam.

I\'m tall and I have a pair of big eyes. Now, I am in Grade 5, my study is not very good, but I like English, so my English is better than others.

I like singing, drawing, playing basketball. I like to read English story books in my free time. Sometimes I surf the Internet and download the English study materials. Because it also enlarges my vocabulary words. I think one day I can master English. Thank you.

**小学英语书信优秀范文 第二十一篇**

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

商业英语书信常用开头20\_-12-05

书信格式作文20\_-11-26

书信作文20\_-04-30

书信范文10020\_-12-15

书信格式范文20\_-07-22

书信格式模板20\_-05-02

书信建议书作文20\_-12-03

**小学英语书信优秀范文 第二十二篇**

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

**小学英语书信优秀范文 第二十三篇**

Dear John,

I’m really glad that you ate interested in Chinese paper cutting and decide to leatn it.

You should know the paper cutting is a traditional folk art of China and it still is an important part of the Chinese life. Paper cutting can date back to the 6th century of China and always influences Chinese life. It still works in three ways today, for example that for decoration, for religious purpose and as patterns.

Paper cutting for religious purpose runs through Chinese six thousands years of history which represented their hopes of the better life from Gods.

Paper cutting for decoration is usually used to decorate in New Year or other important festivals and it means good luck.

Paper cutting as patterns can draw many learners and visitors attention to know its beauty.

Finally I real support you to learn it and hope you can always insist it that can have a successful result with happiness.

Your Friend,

Lily

**小学英语书信优秀范文 第二十四篇**

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 \_my favorite.\_ Love always,Amanda

**小学英语书信优秀范文 第二十五篇**

Dear Mr Smith,

I was so pleased to hear from you and I am writing to tell you something about my school.

You are a few changes have taken place one side of the road there\'s a new classroom building. On the other side,where the playground used to be,now stands another new building-our it there are all kinds of books,newspapers and playground is now in front of the have also planted a lot of trees in and around the hope you come and see for yourself (亲自) some day.

Best wishes,

Yours,

Li Hua

**小学英语书信优秀范文 第二十六篇**

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

**小学英语书信优秀范文 第二十七篇**

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.

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