

Salutations

- Dear Mark,
- My dear Mark,
- Dear all,
- My dearest Anne,
- My darling Julie,

Commencer une lettre

- Thank you for your letter /for your letter which came yesterday...
- It was good to hear from you.
- Sorry for answering so late, but I...
- I'm very sorry I haven't written for so long, and hope you will forgive me...
- It's such a long time since we've been in touch, that I felt I must write a few lines just to say hello...
- After all this time, I thought I would drop you a line.

Prendre congé

- I've got to go now.
- That's all for now.
- Audra sends her love to you all.
- Give my love to Amanda.
- Say hello to Erica for me.

Conclure

- I'm looking forward to seeing you soon / to hearing from you.
- With love from...
- Yours,
- Best wishes,
- Kindest regards,

PLUS FAMILIER

Love to all,
Love from us all,
All the best,

PLUS AFFECTUEUX

Lots of love from...
Much love, as always,
All my love,
Affectionately,

Début

- Dear Sirs,
- Dear Sir or Madam,
- Dear Sir / Dear Madam,
- Dear Mrs Birt,

Fin

- | | |
|---------------------|---------------------|
| TRÈS FORMEL | MOINS FORMEL |
| - Yours faithfully, | - Sincerely yours, |
| - Yours truly, | - Yours sincerely, |