

SAMPLE 3 (of Grammar Book): LETTER TO YOUR COUSIN INVITING HIM TO SPEND HIS WINTER BREAK WITH YOU.

24 Mall Road
Shimla
May 27, 2018

Dear Pulkit

I am fine and hope the same for you. I am writing this letter inviting you to spend your winter break with me.

It will be great fun if you spend your winter break with me. We will have a nice time together. We will go to many places. We will enjoy the snowfall. I hope you will come this year.

With regards to uncle and aunt.

Yours Rohan

SAMPLE 4 (of Grammar Book): Letter to father giving him home news.

51, Central Town
Nangal
May 29, 2018

My dear Father

I am fine and hope the same for you. Life over here is very fine. Ritu's result is out and she has got first position in her class. Mother has joined Yoga classes. She is taking care of her health. You also do take care of your health. We all miss you a lot.

Please come back soon.

Yours
Monu

SAMPLE 5 (of Grammar Book): Letter to sister giving detail about free medical camp arranged by grand-mother.

1441-Nai Abadi
Khanna
May 29, 2018

Dear Muskan

I am fine and hope the same for you. I am writing this letter to give the details of a free medical camp that our grandmother arranged recently.

The grandmother arranged a free medical camp last week. It was for everybody. Health check-up was free. Free medicines were given. Many people came in the camp. It was a very good camp.

See you soon
Yours
Anoushka

SAMPLE 6: Letter of condolence to a friend on the death of his mother.

G-312, Adarsh Colony
Moga
May 30, 2018

Dear friend

I got the news of the death of your mother. I met her last week. She was fine then. It is very sad to know about her death.

She was just fifty years old. She was a very good lady. She was a very good teacher. She was a very good human. May God bless her soul!

Take care Yours
Tanbir

PRACTICE EXERCISES

Ex 1 (of Grammar Book) Letter to a friend about your experience of a new school that you just joined.

504/3 Model Town
Moga
June 3, 2018

Dear friend

I am fine and hope the same for you. I am writing this letter telling you about my experience of a new school that I have just joined.

I joined the new school last week. It is a big school. It has a big playground. It has fifteen teachers. It has fifteen rooms. It has a big library. All the teachers are very nice. It is very neat and clean. I liked the school very much.

Regards to Uncle and Aunt

Yours
Monica

Ex 2 (of Grammar Book) Letter to Uncle congratulating him on his 70th birthday.

435,12-D Panchkula
June 4,2018

Dear Uncle

I am fine and hope the same for you. I am writing this letter wishing you happy birthday on your 70th birthday.

Anyway, you look so young and handsome. You also keep good health. This is because you keep yourself and everyone happy. May you keep the spirit and good health for ever.

Regards to Aunt

Yours
Yogesh

Ex 3 (of Grammar Book) Letter to brother telling him about some good news at home.

97-Dana Mandi
Jagraon
June 5, 2018

Dear brother

I am fine and hope the same for you. Life over here is very fine. Ritu's result is out and she has got first position in her class. Mother has joined Yoga classes. She is taking care of her health. You also do take care of your health. We all miss you a lot.

Please come back soon. See you soon

Yours
Harjot

Ex 4 (of Grammar Book) LETTER TO YOUNGER BROTHER SCOLDING HIM FOR NEGLECTING STUDIES.

61, Prem Nagar
Ambala
June 6, 2018

Dear Manav

I am fine and hope the same for you. I received your result card yesterday. It is very sad that you have failed. You should work hard and leave bad company. Make a time- table. Do study according to it. Play games also. Do not waste time in watching TV and using mobile. Studying in this way will help you.

I hope you will follow my advice.

Yours
Jeevan

SAMPLE PARAGRAPHS

1. An Indian Festival

India is known for festivals. Diwali is the most famous Hindu festival. On this day, Lord Rama returned from exile. On this day, people clean their houses and shops. They light their houses. They send greetings, sweets and presents to their friends. They worship goddess Lakshmi. Children explode crackers. Some people gamble on this day. It is not good. I like Diwali very much.

2. Good Manners

Good manners oil the machine of life. They earn us respect. The words like 'please' and 'thank you' settle bitter quarrels. Good manners should be observed everywhere. We should respect our elders and be polite to the younger. We should talk less and listen more. We should learn to take turn and wait in queue. Civility of behavior is social and moral obligation. Bad manners create bitterness everywhere. So good manners are very important in life.

3. Leisure

Life is not worth living, if we remain busy in work. A lot of energy is wasted in over work. But it can be restored by leisure. One must enjoy the sights of nature. It helps to develop new tastes and creative hobbies like painting and music. But busy-men miss all this. Moreover, overwork causes ailments of heart and brain. Leisure is very important in life. We must make the right use of leisure.

4. My mother land

India is my motherland. She is also the motherland of many saints, sages and warriors. India is the oldest civilization and the biggest democracy in the world. She is the torch bearer of the world-peace process. People of different religions and cultural background live in India. There is unity in diversity. She has made a great progress in the field of science also. She is now a nuclear power state. She is rich in heritage and natural resources. She has hard working people. I am proud of my motherland.

PRACTICE EXERCISES

1. A visit to a hospital

My friend met with an accident last Sunday. I went to the hospital to see him. It was a big hospital. It had many wards. My friend was admitted in a special ward. His leg was operated and bandaged. He had a massive fracture. There were many able doctors. The nurses were very cheerful and cooperative. I stayed with my friend for half an hour and came back.

2. A street Hawker

A street hawker is a familiar figure. He can be seen near schools, bus stands and in streets. He shouts in full voice to sell his things. He attracts the customers by adding adjectives to his wares. He sells vegetables, fruits, ice-cream etc. He sells sometimes stale things. He sells his things at high rates. His life is very hard.

3. Science Fair in Our School

Yesterday, a science fair was organized in our school. It was inaugurated by District Education Officer. There were 120 items on display. Most of them were working models. The fair showed newness. Everyone was fascinated. The students explained their models with confidence. The students and teachers had worked hard. Everyone appreciated the efforts.

4. A scene at a bus stand

Last Sunday, I went to Delhi by bus. I went to the main bus stand. The bus stand always presents a colourful spectacle (view). During the day, it presents a scene of mini bazaar. From booking window, I bought tickets and boarded the bus. The Beggars were begging a coin or two. Some people were eating peanuts, taking tea and some were reading newspaper. We should always be aware of pick pockets at bus stands. Soon the conductor gave the whistle. I said 'bye' to my cousin.