## **BIJENDRA PUBLIC SCHOOL, PURNEA**

## Class - 5 Subject - ENGLISH Chapter - FORMAL LETTER

1. Write a letter to your Principal thanking him for online classes.

| The Principal  |
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| Bijendra Public School   |
| Maranga, Purnea  |
| Date - May 8, 2021   |
| Subject :- An expression of thanks for online classes                                      |
| Respected Sir,   |
| I am (Name) from Class V. I am writing this letter on behalf of                            |
| my class to thank you for arranging online classes for us. I also thank our respected      |
| teachers who are taking tireless efforts to teach us. Arrangement of online classes has    |
| saved our one academic year. We are grateful for all the efforts, school is taking for us. |
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| Thanking you,  |
| Yours obediently,  |
| (Your name)  |
| Class - V Section  |
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