**A formal letter**

In each box there is a key part of a letter you are writing.

Dear Sir / Madam,

I look forward to hearing from you.

My name

Yours faithfully,

My contact details

14th May, 2024

With regard to …

Address of London Council

I would like to …

Move each box into the correct position in the letter below.

I

A

B

D

C

I

H

F

G

E