

# Thank You Letter Writing Review

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## Commas in Letters and Greetings

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Answer the questions below based on what you learned about writing a thank you letter.

1. In a letter, we always put a comma after the \_\_\_ in the greeting.
2. What is one reason why it is important to say thank you?
  - A. It shows we are polite.
  - B. It takes too much time.
  - C. It makes us look good.
3. What do we use to separate the greeting from the rest of the letter?

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4. We should share specific reasons why we are thankful in our letters.

True       False

5. At the end of a letter, we put a comma after the closing, like \_\_\_\_.

6. What does 1 Thessalonians 5:18 teach us about gratitude?

- A. To be thankful only on special occasions.
- B. To give thanks in all circumstances.
- C. To only thank people we know.

7. Why is expressing gratitude important?

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8. Commas are not needed in a thank you letter.

True       False

9. What should you include in a thank you letter?

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10. What is one way to start a thank you letter?

- A. Dear Grandma,
- B. Hello!
- C. To whom it may concern,

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### Answer Key

1. greeting   2. It shows we are polite.   3. A comma.   4. True   5. Love   6. To give thanks in all circumstances.   7. It makes others feel appreciated.   8. False   9. Specific reasons for your thanks.   10. Dear Grandma,