

Envelope Addressing and Mailing Review

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Understanding Proper Techniques and Importance

Name: _____

Date: _____

Answer the following questions based on the lesson about addressing envelopes and mailing.

1. What goes in the top left corner of an envelope?

- A. Recipient address
- B. Sender address
- C. Stamp

2. To ensure your letter reaches the right person, you must write a complete ____ including street, city, state, and zip code.

3. Why is accurate addressing important when sending a letter?

4. The recipient address should be placed in the center of the envelope.

- True False

5. What should you place on the top right corner of the envelope?

- A. Sender address
- B. Stamp
- C. Return address

6. How does clear communication reflect God's love?

7. The memory verse, Colossians 3:23, encourages us to work ____ as for the Lord.

8. It is acceptable to write the sender's address anywhere on the envelope.

- True False

9. What is one of the key components of a mailing address?

- A. Postage
- B. City
- C. Envelope color

10. What is the significance of Proverbs 22:29 in relation to our work?

Answer Key

1. Sender address 2. address 3. Accurate addressing ensures that the letter reaches the right person and avoids delays. 4. True 5. Stamp 6. Clear communication shows care and consideration for others, just as God cares for us. 7. heartily 8. False 9. City 10. It teaches us that being skilled and careful in our work can lead to greater opportunities and respect.