**Assignment 4**

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**Problem Statement**: Write an email to your friend whom you met in your school days

**Focus point**: Email Etiquette

**Answer**

Subject: Reconnecting after school.

Dear Rahul,

I hope this email finds you well. It’s been a long time since we met; I saw our old photos and was re-collection our old memories. How have you been all these years?

I have been missing you these days badly. Lots of things have been changed and there are so many things to discuss with you. Maybe we can grab a coffee or have a chat sometime soon?

Looking forward to hearing from you!

Best regards

A Akhil