Dear David,

Thanks very much for your letter which came in this morning. It was really nice hearing from you after so long, but I’m sure you got caught with your new job. It's really good news that you've already been promoted. Congratulations!

I’m so excited for your invitation! I’ve already talked to my wife about it and she is just as thrilled as I am for joining your family on Christmas. The kids can’t stop talking about it! I know that you have some awesome slopes near your house, and I'd really enjoy spending some time there. I miss our ski holidays. You said that I don't need to bring much with me. What sort of clothes should we pack? Casual or formal? Would you like me to bring anything for you?

I'm looking forward to seeing you and to having a great time. Thanks again for the invitation!

All the best,

Tom