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The first section of a letter is the salutation. This is the part of the letter that says "Dear _____".

Next is the body of the letter. This is the part of the letter that contains the main message. It is the part of the letter that you would expect to find the most interesting information.

1. What do you think the book will be about?

2. Do you have any questions about the different stages of a letter?

3. What sort of information would you find on page 10?

4. What would you be looking for if you were reading it?

5. If you didn't know it was a letter, how would you find out? What is the purpose of the book?

