



# The Art of the Personal Letter: A Guide to Connecting Through the Written Word

*Margaret Shepherd, Sharon Hogan*

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When was the last time you wrote a letter? Or received one in the mail?

These days, it's so easy to dash off a quick e-mail or text message or make a cell- phone call while you're on the run that you may rarely make time for letter writing. But letters are a time-honored form of connection that simply cannot be equaled or replaced by faster methods of communication.

*The Art of the Personal Letter* reclaims this lost art, giving you the gift of leisurely expression and allowing you to write beautiful, enduring letters to the people you care about—be it by hand or on a computer. For any occasion—whether you're reaching out to connect with a long-lost friend or you want to express condolences with grace—author Margaret Shepherd gives you both the inspiration and the tools to write a memorable and meaningful letter that will be cherished by its recipient for years.

Filled with marvelous examples of common types of letters, *The Art of the Personal Letter* provides helpful guidelines to enhance your unique voice and inspire you to start that holiday letter or difficult letter of apology. From choosing just the right words, the right stationery, and even the right pen or font, you'll learn everything you need to know about the timeless art of the personal letter.

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