



## Letter Templates – Hindi

Date:

Priya Mata-Pita/Abhibhavak  
*Dear Parent/Guardian,*

School tariq \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ ko samay \_\_\_\_\_ (time) bajey subah/sham ko  
bandh hoga.  
Krupya apney bachey ko is waqt uta ley.

*The school will close at \_\_\_\_\_ am/pm on \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_.  
Please collect your child from school at this time.*

Aapka Visvasniya  
*Yours faithfully,*

\_\_\_\_\_  
Pradanacharya  
*Principal*