

Sample formal Letter



Dear friends,

My name is Saeid Khorzani and I am involved in musical instrument Sales .That is a very sweet and joyful act on account of due responsibility to speak English throughout the commercial affairs.

It would be fascinating and probably stunning if you know that ten years in a row or about one decade is my background in English language period. During these years I **have been indebted** to my teacher because he forced me to talk ceaselessly , generating a high self confidence in me ; I never shy away and blush in business conversation at all. That is a sort of addiction but I believe that positive unbroken specific act will be fruitful in spite of doing business and language simultaneously.

In my point of view, if you are strongly aware of your ambitions and aspirations , you would be able to cope with the difficulties comfortably; many years ago ,one of my friends ,who was a top student ,left for USA to study PHD, even though he passed TOEFL , **he could not adapt** himself to the university environment. This phenomenon is the **same as that of a child**; they start elementary schools to learn mother tongue; the procedure will continue till diploma.

Actually it is time taking. You have to make it steady and firm by dint of repetition, rehearsal and resilience. All in all, I would like to conclude that English learning is not a poem that can be memorized overnight.

I hope that all of you attain success in terms of learning English.

Best wishes,
Saeed