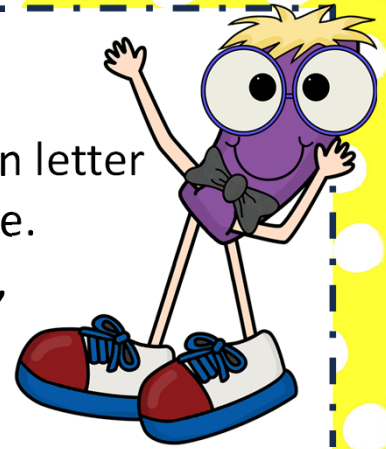


Commas Use:



The following examples show how commas are used in letter greetings and closings. Beside each, write a similar one.

For example: Dear Mrs. Johnson, - Dear Mr. Brown,

Greetings:

1. Dear Mrs. Johnson,
2. Hi, Grandma,
3. To Whom It May Concern,
4. Hey, John,
5. Dear Dr. Smith,

Closings:

6. Sincerely,
7. Best regards,
8. With gratitude,
9. Warmly,
10. Yours truly,