

Name _____

Date _____

Formal and Informal Language

The way we write changes depending on who we are writing to and why. For example, if you are writing a letter to the principal, you should use formal language. **Formal language** means writing properly and following all the rules. But if you are writing a note to your friend, you can use informal language. **Informal language** is how we talk to friends and family. It's more relaxed and casual.

Read the letter and website page. Answer Questions.

Letter

Hi Mia,
How are you? I hope you're having a fun day! Guess what? I just got a new puppy! His name is Max, and he's so cute. He loves to play with his football. Do you want to come over and meet him? How about this weekend? Let me know. See you soon!

Your friend,
Emma

Website

Trees are very important to our planet. They give us oxygen to breathe and help clean the air. Trees also provide homes for birds, squirrels, and many other animals. Their roots keep the soil in place and stop it from washing away. Without trees the Earth would not be as healthy. This is why we take

1. What kind of language does the letter use? _____
2. What kind of language does the website use? _____

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Formal and Informal Language – Answer Key

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1. What kind of language does the letter use? Informal
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