

How to address an envelope

1

Write your name and address in the top left corner of the envelope. This is called the **return address**.

Billy Brown
123 Fuzzy Bear Lane
Montreal QC H2Y 2Y2

2

Write the name and address of the person you are sending the letter to in the middle of the envelope.

Mrs. Granny Smith
789 Apple Ave
Vancouver BC V6B 6B6

3

Put a stamp in the top right corner of the envelope. Now you are ready to send your letter.

If the envelope paper you use is dark or has a busy pattern, use labels for the address and your return address. You can also use white paper and glue it to the envelope.

P.S. Ask an adult to help you create your own photo stamp. Visit picturepostage.ca to find out how.