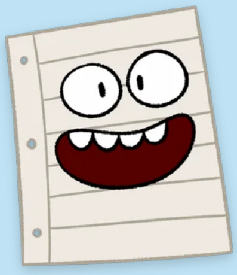
CAPITALIZATION AND PUNCTUATION · GRADES 2–3 · 10 OF 20

Fix the Friendly Letter

Mia forgot some capitals and marks in her letter. Find 9 mistakes in the date, greeting, body and closing. Fix each one.



Name: _____ **Date:** _____

Remember

- A comma goes between the day and the year.
- The greeting and closing start with a capital and end with a comma.
- Names, months and the word I get capitals.

Editing marks

≡	Make a capital letter	/	Make a small letter
⊙	Add a period	∧	Add a word or a mark
—	Take it out (cross it out)	sp	Fix the spelling

november 12 2026

dear grandpa

Thank you for the cool dinosaur book. i read it every night. My favorite part is about the t. rex. Can you visit us in december

love

mia

Write a short thank-you letter of your own, with a greeting and a closing.

Art © Kevin Coulston