

# Tips for writing letters to your Worldbuddy

One of the greatest things about being a Worldbuddy is becoming a friend with someone in another country and getting to know each other. One way you can do this is to tell your buddy about yourself by writing a letter to them.

## How to write the letter

- ALWAYS include your sponsored child's ID number and full name on your letter.
- NEVER put your address on the letter itself because it could fall into the wrong hands.
- Keep your letter short, about one page.
- Use short sentences and words that are easy to understand.
- Write about things your Worldbuddy will be interested in, or already know something about. For example they will be interested to hear about your school, but will know nothing about your favourite TV programme.
- Include photos, drawings or pictures of things you write about.

## How to address the envelope

- Address the envelope to the World Vision address shown on your sponsored child's picture folder.
- ALWAYS include your sponsored child's ID number and full name on the back of the envelope.

## Waiting for your Worldbuddy's response

Be patient! A response from your Worldbuddy can take up to three months because the letters have to travel overseas and need to be translated.



Child's reference #: ZAM-181545-1341  
 Child's name: William Chanda  
 30 June 2008  
 Dear William,  
 I am so glad to be your Worldbuddy. I really want to get to know you and learn about your country.  
 My name is Nicholas and I'm 8 years old. I have one younger brother. His name is Jeremy. Do you have brothers or sisters?  
 Yesterday I went to my grandma's place. She was having a birthday party so all the family came.  
 How do you celebrate birthdays?  
 I can't wait to hear from you.  
 Love from  
 Nicholas, your Worldbuddy sponsor.

**World Vision**

My name is William Chanda  
 My reference number is ZAM-181545-1341

More about me  
 Date of birth: 12 Dec 1999  
 How old am I: 8 years

Personal info  
 Gender: Male  
 Local language: Nyanja  
 Religion: Christian  
 Flying time: 12 hours  
 Country: Zambia  
 Carries water: Yes

About my family  
 Father: Married  
 Mother: Married  
 Number of siblings: 2  
 Number of brothers: 1

When I live in Zambia with my parents in the Plymouth community, with your help, the community will reach to long-term sustainable goals. For details of the community's goals, please see the Community Fact Sheet in your sponsor pack.

When you write to William, address your envelope to:  
 William Chanda  
 ZAM-181545-1341  
 World Vision  
 PO Box 31-083  
 Lusaka  
 ZAMBIA

Please bring your own stamps. William's full name and reference number on the letter and the back of the envelope will ensure any potential postage details, for advice on what you can take.

0 1 800 776

**worldbuddies**  
 friends for life

