



**Tip: Use  
this  
sidebar for  
fun facts**

You can use this sidebar in a variety of ways:

You can highlight the most important event or milestone in the year.

Or add some fun facts or trivia about your family.



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**Writing a holiday newsletter**

A holiday newsletter is a great way to keep in touch with your family and friends. You can share news, milestones, and photos from the past year and share warm wishes for the new year. You can use this template to create your holiday newsletter. Start by customizing the title of your newsletter top of the page. Here are some examples of titles that you can use: "Happy Holidays & Best Wishes for the New Year", "The [Insert last name] Hol Gazette", or "The [Insert Last Name] Family in 2008".

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**What to write about**

Consider family milestones, vacations, birthdays, hobbies, new pets, fun anecdotes, graduations, and other significant changes in your lives during the year. Think about the people who will be reading your newsletter that may not have heard from you during the year... what would you like to tell them if you could see them in person? To help you come up with ideas, go through your e-mail inbox, your family's calendar, or digital photos for inspirational ideas for what to write in your newsletter. Consider writing not only about what "happened to you" during the year, but also about your feelings and thoughts about those events.

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**Tip: Use humor and add funny stories**

Keep the newsletter casual in tone and include anecdotes and funny stories.

that happened during the year. Laugh at yourself a bit.

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**Another Tip: Insert a personal photo**

A great way to give your newsletter a personal touch is to include family photos. In this template, you can delete the example photo above and use Insert>Picture... to insert your own photo in its place.

## **How to conclude your newsletter**

Finish off your newsletter by wishing your family and friends a happy holidays and a prosperous new year. After you print your newsletter (File>Print...), consider adding a hand-written message to show that you've taken the time to think specifically about the recipient.