Garden Letter Clues

Read a model letter and identify commas used for key details.

3.LU.2.A "Use commas in series, dates, addresses, and in greetings and closings of letters."

NAME _____ DATE _____

1 READ AND MARK

Read it twice

YOUR JOB Underline every comma. Write D, A, S, G, or C beside each comma to show whether it is in a date, address, series, greeting, or closing.

A Visit to the Garden

1. May 14, 2026 Dear Garden Club, Our class visited the Maple Street Community Garden on Tuesday. We planted beans, basil, and sunflowers in a small bed. Ms. Ortiz showed us how worms help soil. We carried water, pulled weeds, and placed mulch around each plant. The garden has paths for wheelchairs, benches for visitors, and signs that name the plants.

2. The garden is at 48 Willow Lane, Cedar Grove, Ohio 44118. Our teacher said an address helps a visitor find the right place. At the tool shed we saw shovels, rakes, and gloves. We also met Mr. Lee. He leads the garden. He asked us to return in June when the beans climb their poles and the sunflowers grow taller.

3. After our visit I drew a map of the beds and wrote notes for my family. I want to bring my sister, my cousin, and our neighbor next time. The garden is a peaceful place to work and learn. I will pack gloves, a water bottle, and a hat for our visit. I hope you can visit it too. Sincerely, Maya

2 ANSWER WITH EVIDENCE

Use the passage

1. Copy the date exactly, including its comma.

2. Copy the address exactly, including both commas.

3. Copy the greeting and the closing exactly, including commas.

4. Copy the three things the class planted, using commas as they appear in the passage.

3 YOUR TURN

Your own words

Write a three-sentence letter to a family member about a place you want to visit. Include a date, an address, a greeting, a closing, and a series of three things, using commas correctly.

ANSWER KEY

Garden Letter Clues

GRADE 3 · 3.LU.2.A

PART 1 · READ AND MARK

Underline every comma. Write D, A, S, G, or C beside each comma to show whether it is in a date, address, series, greeting, or closing. Accept any marking that follows this job and points at the right text.

PART 2 · ANSWERS

#	QUESTION	ANSWER
1	Copy the date exactly, including its comma.	**May 14, 2026**
2	Copy the address exactly, including both commas.	**48 Willow Lane, Cedar Grove, Ohio 44118**
3	Copy the greeting and the closing exactly, including commas.	**Dear Garden Club, Sincerely,**
4	Copy the three things the class planted, using commas as they appear in the passage.	**beans, basil, and sunflowers**

PART 3 · YOUR TURN (SAMPLE ANSWER)

June 3, 2026 18 Pine Road, Meadowview, Oregon Dear Aunt Rosa, I am planning a trip to the pond. I will pack a net, a notebook, and a snack. Will you come with me? Best wishes, Lena

For the questions, require the correct words, capitalization, and comma placement from the passage. For Part 3, accept any original three-sentence letter that correctly uses commas in a date, address, greeting, closing, and series.