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 அஞ்சல் தலைமையகம், 310, டி. ஆர். விஜேவர்த்தன மாவத்தை, கொழும்பு 01000
 Postal Headquarters, 310, D. R. Wijewardana Mawatha, Colombo 01000

තැපැල් දෙපාර්තමේන්තුව
 அஞ்சல் திணைக்களம்
 Department of Post

මගේ අංකය
 எனது இலக்கம்
 My No. POST/HQ/OP/IPS/B/01/2026

ඔබේ අංකය
 உமது இலக்கம்
 Your No.

දිනය
 திகதி
 Date 27.03.2025

The Principal,

Dear Sir/Madam,

55th International Letter Writing Competition (ILW) – 2026

We are pleased to inform you that the **55th International Letter Writing Competition (ILW) – 2026** has been announced by the Universal Postal Union (UPU), Switzerland. This prestigious international competition is conducted annually by the UPU, and the national-level competition is organized by the Department of Posts, Sri Lanka, with the approval and guidance of the Ministry of Education.

The competition aims to promote literacy, creativity, and the ability of young students to express their thoughts clearly through the art of letter writing. It encourages students to be imaginative and communicate their ideas effectively. AI or computer-generated letters are not permitted; all submissions must be the student’s original work.

Theme for 2026:

“Write a letter to a friend about why human connection matters in a digital world”

We kindly request you to circulate the following information among eligible students and encourage their participation.

Important Rules & Information of the ILW 2026 competition

- This competition is open to students aged 9–15 years (born on or after 5 May 2010 and on or before 5 May 2017).
- Previous National level 1st-place holders are not eligible to participate.
- Entries must be submitted in English.
- Both typed and handwritten compositions are accepted.
- Compositions must be 700–800 words; entries exceeding 800 words will be disqualified.

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 தியேபச தැපැල්පதி (මෙහෙයුම්)
 தியேபச தැපැල්පதி (සංවර්ධන)
 தியேபச தැපැල්පதி (පාලන)
 ප්‍රධාන ගණකාධිකාරී
 තැපැල් මූලස්ථානය

දුරකථන අංක
 0112-325111
 0112-325112
 0112-328270
 0112-421001
 0112-320248
 0112-328301-3

ෆැක්ස් අංක
 0112-440555
 0112-421441
 0112-421441
 0112-452411
 0112-329797

විද්‍යුත් තැපෑල
 pmg@slpost.lk
 dpmg.op@slpost.lk
 dpmg.dev@slpost.lk
 dpmg.admin@slpost.lk
 ca@slpost.lk
 info@slpost.lk

- The composition must include the formal elements of a letter: heading, greeting, body, complimentary close, signature.
- The composition must be certified by the Principal as recent, unpublished, and the student's original work, confirming that the student meets the eligibility criteria.
- A separate covering letter must include the student's Full Name, Name with initials, Gender, Date of Birth, Grade, School Name & Address, Residence Address, Contact Number, and the total word count of the composition submitted for the competition.
- Letters will be judged on:
 - Structure and organization: logical flow of ideas, proper paragraphs, and standard letter elements
 - Adherence to the theme
 - Creativity and Use of language
- Organizers reserve the right to publish all received compositions.
- The UPU cannot accept entries sent directly by schools or individuals.
- Compositions that do not fully comply with the stated rules and requirements will be rejected.
- Top three national winners will receive awards and certificates from the Department of Posts Sri Lanka. The best national entry will be submitted as Sri Lanka's official entry for the international competition.
- Gold, Silver, and Bronze medal winners at the international level will receive medals, certificates, and commemorative prizes, and may also be offered a trip to the UPU Headquarters in Berne, Switzerland, or an alternative prize at the sole discretion of the UPU.
- If you are interested in learning more about this competition, please visit our official website: www.slpost.gov.lk

All entries must be **received on or before 30th April 2026** and forwarded to:

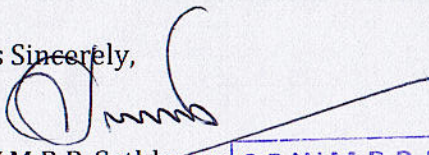
Superintendent,
International Postal Services Division
Postal Headquarters
No. 310, D.R. Wijewardena Mawatha
Colombo 01000.

Please indicate "**International Letter Writing Competition - 2026**" on the top left-hand corner of the envelope.

For further information, please contact: Email: suptd.ips@slpost.lk, Tel: 0112320017

We sincerely appreciate your support and cooperation in encouraging students to participate and helping make ILW 2026 a success.

Yours Sincerely,


S.R.W.M.R.P. Sathkumara
Postmaster General.

S.R.W.M.R.P. Sathkumara
Postmaster General
Postal Head Quarters
No: 310, D.R. Wijewardena Mawatha,
Colombo 01000, Sri Lanka.