Dear Pauline,  
I hope this letter finds you well. I 'm just writing to say tanks to accept responsibility of looking after my pet during my holiday in Kangaroo Island.  
If during my trip you need to contact me please call my mobile. Alternatively you can reach me through WhatsApp on 0061434947895.  
As you know my puppy needs to be fed once a day. Please put some dog food in her dishes every morning and fill her water container as well. Also please give her a snake in the evening. I left her food and her snakes in the cupboard next to the fridge in the kitchen.  
I would be grateful if you could water my plants in the backyard every day unless there would be a rainy day. I Left the backyard and front door sensitive Light on. Please don’t turn them of for the safety of house. I am so grateful for your kind support.

See you soon

Cheers

Maani