

10 June 2008

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Mrs Jane Smith
123 Somewhere Street
MAROOCHYDORE QLD 4556

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Dear

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SUBJECT HEADING

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This is sample text that has been created for this demonstration. This is sample text that has been created for this demonstration. This is sample text that has been created for this demonstration. This is sample text that has been created for this demonstration. This is sample text that has been created for this demonstration.

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Yours sincerely

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Name of Person
Position
Company