

| → → → → → → → → 25·High·Street¶
→ → → → → → → → Anytown¶
→ → → → → → → → West·Sussex.¶
→ → → → → → → → BN12·1AB¶
→ → → → → → → → Tel.·01903·123456¶

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Acme·Computer·Widgets·Ltd¶
Unit25,·Anytown·Industrial·Estate¶
Anytown¶
West·Sussex¶
BN13·2CD¶

Attn.·Sales·Department: → → → → → 21st·September·2006·¶

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Dear·Sirs,¶

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I·refer·to·your·recent·advertisement·in·the·Worthing·edition·of·the·"Friday·Ad"
concerning·consumables·for·Epson·inkjet·printers.·¶

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I·would·be·grateful·if·you·would·send·me·your·current·price·list.·Would·you·please·
advise·if·there·are·extra·discounts·available·for·bulk·purchases.¶

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I·look·forward·to·hearing·from·you.¶

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Yours·sincerely¶

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Your·Name¶

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