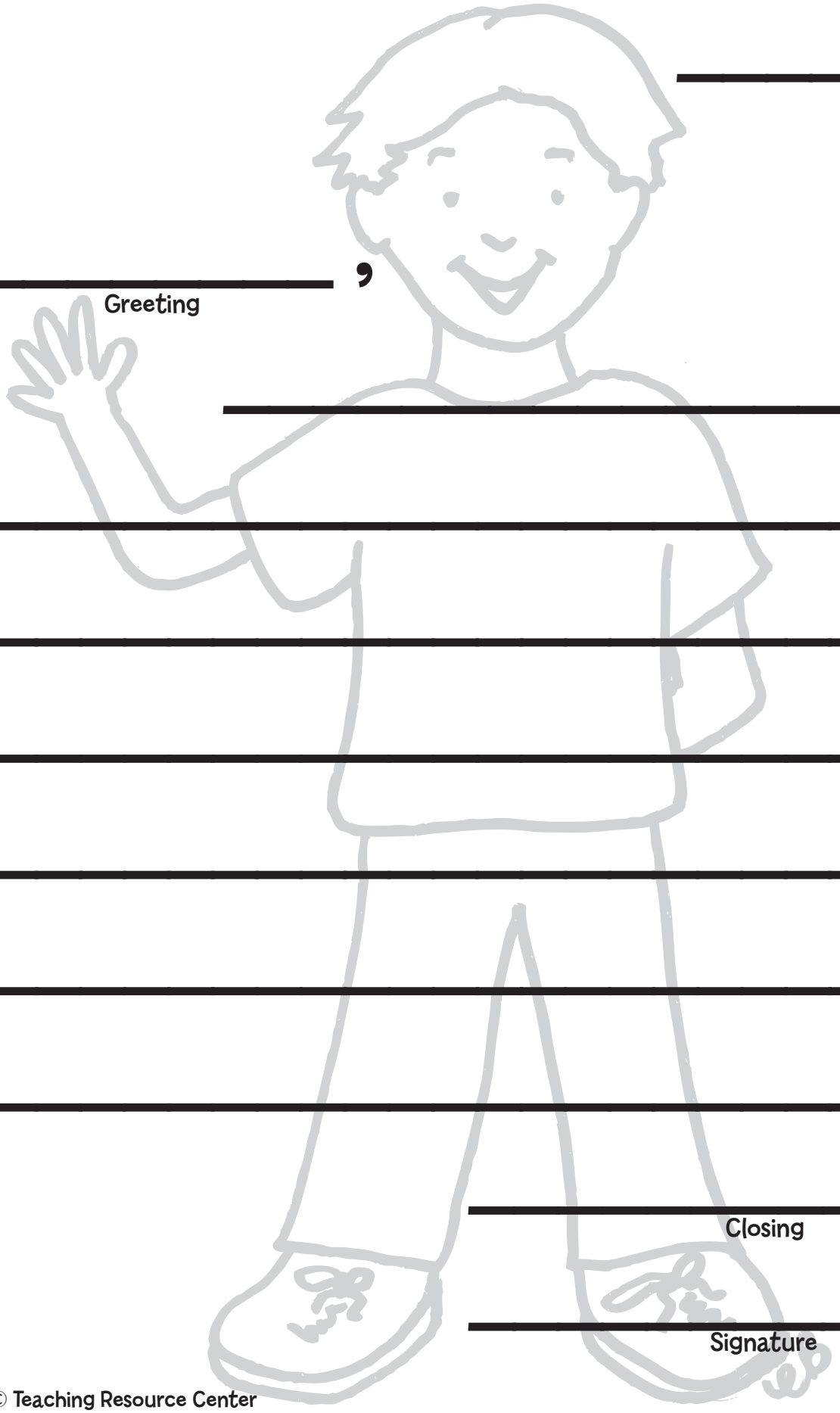
My Friendly Letter



Date

Greeting ,

Body

Closing ,

Signature

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