Your Name

(916)555-1212 · yourmail@yourdomain.com
2020 Local Lane, Sacramento, CA

October 31, 2011

Frank Contact
Dream Job Inc.
2021 Technology Ln.
Los Angeles, CA
95111

Mr. Contact:

This is where the body of your letter will go. This is where the body of your letter will go. This is where the body of your letter will go. This is where the body of your letter will go. This is where the body of your letter will go. This is where the body of your letter will go. This is where the body of your letter will go. This is where the body of your letter will go. This is where the body of your letter will go. This is where the body of your letter will go. This is where the body of your letter will go. This is where the body of your letter will go. This is where the body of your letter will go.This is where the body of your letter will go. This is where the body of your letter will go.

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Cordially,

Your Name
(916)555-1212
yourmail@yourdomain.com