|  |  |
| --- | --- |
| Contact | [Contact] |
| Telephone | [Company Phone] |
| Cell | [Cell Phone] |
| Email | [Company E-mail] |
| Website | [Website] |
|  |  |



|  |
| --- |
|  |

**Date**

Dear Recipient,

Yours in Service,

Your Name

[YOUR TITLE]

**www.rotarydistrict5870.org**