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Return address:  
Name  
Address Line 1  
Address Line 2  
City, State Zip Code

Date

Name  
Company  
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Re: Announcement of Advance Notice of Out of Business Sale

Dear \_\_\_\_\_:

As a valued and faithful customer of Digital Shores, I wanted to inform you in advance that Digital Shores will be closing their doors on Date. We at Digital Shores have enjoyed having you as a customer and helping you in all your electronic purchases. As a highly valued customer of Digital Shores, we will be having a "Going Out of Business" Sale on Date. The store will open an hour earlier than our usual time to allow valued customers, such as you, to shop one last time. All items will be discounted from 40% to 75%.

Please come and partake of these savings.

Sincerely,

N A M E

# Going Paperless Letter Sample

**Yan Bai**



**Going Paperless Letter Sample:**

## The Enigmatic Realm of **Going Paperless Letter Sample**: Unleashing the Language is Inner Magic

In a fast-paced digital era where connections and knowledge intertwine, the enigmatic realm of language reveals its inherent magic. Its capacity to stir emotions, ignite contemplation, and catalyze profound transformations is nothing lacking extraordinary. Within the captivating pages of **Going Paperless Letter Sample** a literary masterpiece penned by way of a renowned author, readers attempt a transformative journey, unlocking the secrets and untapped potential embedded within each word. In this evaluation, we shall explore the book's core themes, assess its distinct writing style, and delve into its lasting effect on the hearts and minds of people who partake in its reading experience.

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