

# Tourmaline Mining Corporation

## Assignment 1 Show & Hide

Tourmaline Mining Corporation  
555 YourStreet  
YourCity, BC  
V1K 2R3

**Attn: President James Smith,**

As you requested, I have attached the current order form on page 2.

My assistant, Betty Herbert is away today; however, she will send to you the other forms and information in regards to the employee priority skills list from the Blue Mud Mine tomorrow.

Regards,

*Mary Jones,*

Accounting

# Tourmaline Mining Corporation

## Assignment 1 Show & Hide

Customer's Full Name: \_\_\_\_\_ Date: \_\_\_\_\_

Customer Order Code: \_\_\_\_\_

Customer's Company Name:

\_\_\_\_\_

Ship To:

Home Address

Shipping Address

Different?    Yes    No

First Name		First Name	
Last Name		Last Name	
Address		Address	
City		City	
State / Province		State / Province	
Country		Country	
Zip / Postal Code		Zip / Postal Code	

When Completed Email Copy of Form to:

tmcZZZ@youremail.com