



Building XXX  
P.O. Box 5000  
Upton, NY 11973-5000  
Phone 631 344-XXXX  
Fax 631 344-XXXX  
XXXXXXXX@bnl.gov

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April 8, 2003

Mr. John F. White  
Director of Corporate Communications  
Anycompany, Inc.  
1000 Main Street - 7<sup>th</sup> floor  
New York, NY 10010

Dear Mr. White:

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Kind regards,

Your name

cc: other name