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December 3, 2013

Recipients name  
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Dear Sir/Madam:

Brookhaven National Laboratory is a multipurpose research institution funded primarily by the U.S. Department of Energy's Office of Science. Located on the center of Long Island, New York, Brookhaven Lab brings world-class facilities and expertise to the most exciting and important questions in basic and applied science—from the birth of our universe to the sustainable energy technology of tomorrow.

We operate cutting-edge large-scale facilities for studies in physics, chemistry, biology, medicine, applied science, and a wide range of advanced technologies. The Laboratory's almost 3,000 scientists, engineers, and support staff are joined each year by more than 4,000 visiting researchers from around the world. Our award-winning history stretches back to 1947, and we continue to unravel mysteries from the nanoscale to the cosmic scale, and everything in between.

Kind regards,

My name  
Physicist  
Brookhaven National Laboratory

P.S. We are GREAT!

cc: Another Name

encl: More stuff