Non Profit123 main st  
Cityville, NC, 12345  
Phone: (123) 456-7890

**Date:** 2025-09-04

**To:**Agency  
DEPT  
456 second st  
Cityville, NC, 12345

**Subject:** Request on Behalf of Client – , ID:

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**Date:** 2025-09-04

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DEPT  
456 second st  
Cityville, NC, 12345

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Cityville, NC, 12345  
Phone: (123) 456-7890

**Date:** 2025-09-04

**To:**Agency  
DEPT  
456 second st  
Cityville, NC, 12345

**Subject:** Request on Behalf of Client – , ID:

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**Date:** 2025-09-04

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Non Profit123 main st  
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Phone: (123) 456-7890

**Date:** 2025-09-04

**To:**Agency  
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DEPT  
456 second st  
Cityville, NC, 12345

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Cityville, NC, 12345  
Phone: (123) 456-7890

**Date:** 2025-09-05

**To:**Agency  
DEPT  
456 second st  
Cityville, NC, 12345

**Subject:** Request on Behalf of Client – , ID:

To Whom It May Concern,

I am writing on behalf of my client, (Client ID: ), regarding his ongoing case with your office.

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