## Sample Document 1

| name:           |               | Address:      |  |  |  |  |
|-----------------|---------------|---------------|--|--|--|--|
| Date:           | Sample1:      | Sample2:      |  |  |  |  |
| Sample3:        |               | Sample4:      |  |  |  |  |
| Sample Table 1: |               |               |  |  |  |  |
| Day             | Height        | Length        |  |  |  |  |
| 153215          | 156156.7413   | 51.156        |  |  |  |  |
| 48796           | 1231.86413123 | 12.515648     |  |  |  |  |
| 45854           | 4860.457489   | 6842.4884221  |  |  |  |  |
| 156345          | 2.1586.5486   | 8/735.456468  |  |  |  |  |
| 1564864         | 0135486.4864  | 2348634183    |  |  |  |  |
| 4864.548649     | .21387486     | 1856431564    |  |  |  |  |
| 48643.153486    | 34864311564   | 23486.1485634 |  |  |  |  |

A document file format is a text or binary file format for storing documents on a storage media, especially for use by computers. There currently exists a multitude of incompatible document file formats.

A rough consensus has been established that XML is to be the technical basis for future document file formats, [who?] although PDF is likely to remain the format of choice for fixed-layout documents. Examples of XML-based open standards are DocBook, XHTML, and, more recently, the ISO/IEC standards OpenDocument (ISO 26300:2006) and Office Open XML (ISO 29500:2008).

In 1993, the ITU-T tried to establish a standard for document file formats, known as the Open Document Architecture (ODA) which was supposed to replace all competing document file formats. It is described in ITU-T documents T.411 through T.421, which are equivalent to ISO 8613. It did not succeed.

- ASCII, UTF-8 plain text formats
- Amigaguide

N I a .aa a .

- <u>.doc</u> for <u>Microsoft Word</u> Structural binary format developed by Microsoft (specifications available since 2008 under the <u>Open Specification Promise</u>)[1][2]
- DjVu file format designed primarily to store scanned documents<sup>[3]</sup>
- <u>DocBook</u> an XML format for technical documenation
- <u>HTML</u> (.html, .htm), (open standard, ISO from 2000), in combination with possible <u>image</u> <u>files</u> referred to.
- FictionBook (.fb2) open XML-based e-book format
- Office Open XML .docx (XML-based standard for office documents)
- OpenDocument .odt (XML-based standard for office documents)

| This     | Is       | Sample    | Table     | For testing |
|----------|----------|-----------|-----------|-------------|
| 156      | 1231864  | 57865     | 38794     | 62168       |
| 56268    | 7896568  | 2687896   | 261256    | 987899      |
| 56262    | 89789649 | 485648    | 46534897  | 46346       |
| 48797896 | 568646   | 264897562 | 292982589 | 48765456    |

| Na | ame (print): |  |  |   | _ |  |  |
|----|--------------|--|--|---|---|--|--|
| Χ  |              |  |  |   | _ |  |  |
|    | Signature    |  |  | • |   |  |  |

An agreement letter defines in writing the terms of an agreement between two or more parties, so each party knows exactly what they are responsible for. It also protects their legal rights.

Letters of agreement help prevent confusion or additional negotiations later, since each business associate can refer to the document at any time.

Common examples of agreements include tenancy agreements, car rental agreements, and payment agreements. Each agreement letter will contain different information depending on what it's for.

However, agreement letters almost always contain this information:

- Contact information for both parties
- Location/state whose laws apply to the agreement
- Terms and conditions of the business relationship
- Terms of payment
- Start date of the agreement
- End date of the agreement

A non-disclosure agreement, also known as a confidentiality agreement, details what information should not be shared outside of the parties in the agreement. It may cover information or materials (such as photos) that cannot be shared with third parties.

An example of a non-disclosure agreement is a HIPAA confidentiality agreement. HIPAA laws mandate that patient information cannot be shared with third parties by a patient's healthcare provider. Many medical offices will have these non-disclosure agreements for vendors, contractors, students, or other non-employees who work with them.

| Χ |           |           |      |
|---|-----------|-----------|------|
|   |           | Signature |      |
| X |           |           |      |
|   | Signature |           |      |
| Χ |           |           |      |
|   | Name      | Signature | Date |