## CHOOSE LOGO FIRST

1. Double click the header and delete the unnecessary logo (and remove OR)
   1. The DSA logo should be used for any content that falls under the DSA umbrella (i.e., SAH, NBA, DBMAS, SBRT).
   2. Use the HammondCare logo for all other content.

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## Requested Data

|  |  |  |  |
| --- | --- | --- | --- |
| RECIPIENTS | |  |  |
| Recipient | **Role** | **Organisation** | **Contact** |
| {RECIPIENT} |  |  | [xxx@xxx.com.au](mailto:xxx@xxx.com.au) |
| {RECIPIENT2} |  |  | [xxx@xxx.com.au](mailto:xxx@xxx.com.au) |
| {RECIPIENT3} |  |  | [xxx@xxx.com.au](mailto:xxx@xxx.com.au) |

## Request Details

**Due Date:** {DUEDATE}

{DETAILS}