Dear *client name*  
  
I am contacting you to introduce myself as your new Admin Contact for   
Razormind.   
  
If you have any queries (technical or otherwise) please reach out to   
me and I will ensure they are dealt with promptly.   
  
Kind Regards,   
  
  
Clarissa Riordan.   
Administrative Services, Razormind.

"Razormind" is a trading name of Razormind Limited.

This Company is registered in the UK under company number 08097903.

Registered office: 7 Drayfields, Manchester, M437ET.