To:

From:

Date:

#### RE:

Remember, the memo\_template.docx file must be in the directory that your Rmd file is being created in.

Use ###### in Rmd files with this template to get a page break (I have customized this template to specifically create a page break).

You can create more customizations by altering existing Styles; however, I recommend you only change Word Styles that are not used often.