«BeginGroup:Employees»

|  |  |
| --- | --- |
|  | **Adventure Works Cycles,**  2992, Aerial Center, Hi-Way,  NC – 282882. |

To

Employee ID:

,

,

Dear ,

We appreciate you for the sales done in your products. All orders placed for your concerned customers have been shipped. Below given are the details of the orders shipped.

|  |
| --- |
| **Customer :** «ContactName» |

,

|  |
| --- |
| **Order :** «OrderID» |

Order Date :«OrderDate»

Shipped Date :«ShippedDate»

Required Date :«RequiredDate»«EndGroup:Orders»

Sincerely,

**Adventure Works Cycles.**