**BEGIN**

**INPUT** title, first\_name, last\_name

**CONCATENATE** name = title + ‘\_’ + first\_name + ‘\_’ + last\_name

**INPUT** h\_number, street, suburb, postcode

**CONCATENATE** address = h\_number + ‘\_’ + street + “\n” + suburb + ‘\_’ + postcode

**CONCATENATE** label = name + “\n” + address

**INPUT** subj\_line, msg\_content

**CONCATENATE** message = “RE:\_” + subj\_line + “\n” + “\n” + msg\_content

**OUTPUT** label + message