

Firstname Surname

*Green Street 6/39
66-689 City, Country
☎ +48 111 222 333
✉ yourmail@gmail.com*

June 24, 2011

Comapny Name

*Company Street X/Y
Postal-Code City, Country*

Dear Sir or Madam,

Some text. . .

Yours faithfully,

Firstname Surname