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|  | **Northwind Traders,**  Corporate Headquarters,  9001 Aerial Center Parkway,  Suite 110,  Morrisville, NC 27560. |
| ***October 16, 2014*** | Phone: 1-888-936-8638.  1-919-481-1974.  Fax : 1-919-573-0306.  Email: [info@northwindtraders.com](mailto:info@northwindtraders.com) |

To,

«ContactName»

«CompanyName»

«Address»,

«City» - «Region»

«Country».

Phone : «Phone»

Fax : «Fax»

Dear «ContactName»,

We wish to sincerely thank you for choosing **Northwind Traders**. We are confident that you will be very satisfied with the services that we offer. We’re anxious to help with any of your future needs in any way we can. Should you have any questions or concerns, please feel free to contact us at the above phone number, Fax, Email.

Again, thank you for your patronage. We look forward to serving you.

Sincerely,

**Northwind Traders,**

<http://www.northwindtraders.com/>