

# Health West International

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**To:** Mathew Chao  
**From:** Yaw Barimah, Conference Manager  
**Date:** 21/02/2025  
**Re:** Global Health Insurance Conference  
**Pages:** 2  
**Fax:** 212-555-0043

Thank you for confirming your attendance at our Global Health Conference in February. I have booked your accommodations. Your conference package includes three nights, continental breakfast, and the conference dinner. If you like, you can also purchase the following add-ons: Exhibitor's Kiosk, Fire Side Chat Hour Networking Lunch, and Night Out in Boston.

Please see the attached schedule for conference dates and details.

To make a payment, please call me at 617- 555-0156 or visit our website at [www.healthwest5.com](http://www.healthwest5.com). *Payment must be received in full by the 15 of November to hold your reservation.*