
ABC Contractors Inc**BULLETIN****No. 1**

55 Main Street
Sometown. PA 99999

Phone: (555) 555-5555
Fax: (555) 555-5554

TITLE: Bulletin

DATE: 07/05/2002

PROJECT: Sample Project #1

JOB:

TO: Attn: Tom Jones
ABC Company
2250 Skyline Drive
Sometown. US 55555-5555
Phone:610-999-3333 Fax:610-999-7777

STARTED: 07/05/2002

COMPLETED: 07/05/2002

REQUIRED:

REMARKS:

This is to inform you that our new web site is now up and running, please go to www.abctractors.com to view it. If you encounter any problems, please contact me at (555)555-1234 ext. 901.

Reported By: ABC Contractors Inc

Date: 07/05/2002

Signed: _____

John Smith

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