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Letterhead Link:

[https://docs.google.com/document/d/1iD45\\_wNGfpvuUsNhs4Lop-Sc0fBbHrDsSdEwdQT1A02M/copy](https://docs.google.com/document/d/1iD45_wNGfpvuUsNhs4Lop-Sc0fBbHrDsSdEwdQT1A02M/copy)

To download the Word version of the letterhead:

[https://drive.google.com/file/d/1B4BeyhMOolRspHcNyfW3sfzV4L9\\_TdQ7/view?usp=sharing](https://drive.google.com/file/d/1B4BeyhMOolRspHcNyfW3sfzV4L9_TdQ7/view?usp=sharing)

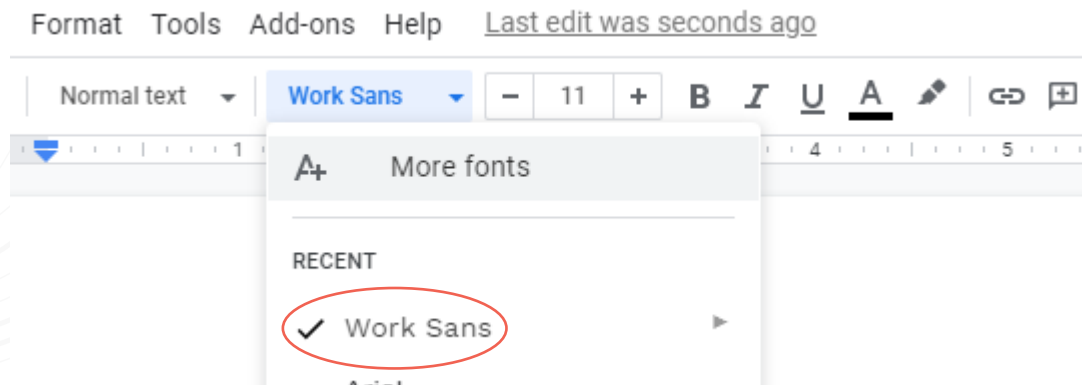
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### Step 1

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### Step 2

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