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GREAT PERSONAL LETTERS FOR BUSY PEOPLE: 300 READY-TO-USE LETTERS FOR EVERY OCCASION

GREAT PERSONAL LETTERS FOR BUSY PEOPLE
300 READY-TO-USE LETTERS FOR EVERY OCCASION

McGraw-Hill Education - Europe, United Kingdom, 1997. Paperback. Book Condition: New. 234 x 186 mm. Language: English . Brand New Book ***** Print on Demand *****.Writing clear and compelling letters has never been easier with this treasure trove of 300 model letters, e-mail messages, and notes for every imaginable personal, social, and business situation. Organized into 28 categories for quick reference and featuring alternate phrases for customizing letters to your needs, this indispensable resource supplies ready-to-go models for: birth, engagement,...

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- Authored by Dianna Booher
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