LAW OFFICE OF

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To All Clients

Dear Sirs and Mesdames:

Please find enclosed a copy of last month's billing, which inadvertently was not mailed out. I'm sending this for your documentation purposes only, as any amount due will be reflected on this month's bill. Thank you, and I apologize for any inconvenience this may have caused

Sincerely,

Karen A. McCain,

Kauna McCain

Legal Assistant to Robert W. Bauer, Esq.

Enclosure