



**Oregon State**  
**University**

**School of Chemical, Biological, and  
Environmental Engineering**

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September 22, 2017

Professor XXXXXXXX XXXXX  
Some University  
Some Addresss Like 1910  
SomeTown, SomeState SomeZip

Dear Professor XXXXX,

We are most pleased to deliver this sample letter which uses the Latex letter document class file with OSU letterhead. We are most pleased to deliver this sample letter which uses the Latex letter document class file with OSU letterhead. We are most pleased to deliver this sample letter which uses the Latex letter document class file with OSU letterhead. We are most pleased to deliver this sample letter which uses the Latex letter document class file with OSU letterhead.

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Sincerely,

Brian Wood

encl: OSUletter.cls

Please see the enclosed file.

cc: B. Boumanerzkyzhengman