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**FAX COVER SHEET**

|  |  |
| --- | --- |
| TO: | [Recipient Name] |
| FAX: | [Recipient Fax Number] |
| PHONE: | [Recipient Phone Number] |
| # OF PAGES: | [Total Number of Pages] |

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| --- |
| YOUR PHONE HERE |
| Smart Phone |
| YOUR FAX NUMBER |
| Fax |
| YOUR NAME HERE |
| User |

|  |  |
| --- | --- |
| SUBJECT: | [Subject line for message.] |