

## COMPANY NAME

Your Services  
123 Main Street, New York City,  
USA, 123000.

October 11, 2020

John Smith,  
Designation,  
456 Main Street,  
Houston, USA.

**Subject:** Letter of Recommendation

Dear Mr. John Smith:

Lorem Ipsum is simply dummy text of the printing and typesetting industry. Lorem Ipsum has been the industry's standard dummy text ever since the 1500s.

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Lorem Ipsum is simply dummy text of the printing and typesetting industry. Lorem Ipsum has been the industry's standard dummy text ever since the 1500s,

Sincerely,

Paul Walker,  
Designation.