

ENTER Month/year

If you’re not sure what to write, make a list of “what we do” and then a list of “why our products or services are the best.” Use that information to create your newsletter. When you’re writing a brochure, write it so that someone who has never heard of your company can understand what you’re offering as quickly as possible.

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Delete this box or USE IT TO ENTER Your Newsletter   
Headline HERE.

Additional subhead HERE

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Additional subhead HERE

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caption your photo here

HEADER

SUBHEAD HERE

Enter Contact Information Here | 555 Street Address, City, State 55555 | phone 555.555.5555 | fax 555.555.5555

ENTER Month/year

When you’re writing a newsletter, write it so that someone who has never heard of your company can understand what you’re offering as quickly as possible. Stay away from using jargon, acronyms, or complicated terms.

Continue your newsletter here. When you’re writing a newsletter, write it so that someone who has never heard of your company can understand what you’re offering as quickly as possible. Stay away from using jargon, acronyms, or complicated terms.

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caption your photo here

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HEADER

SUBHEAD HERE

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caption your photo here

HEADER

SUBHEAD HERE

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BULLET SUBHEAD HERE

* Ask yourself what you’re trying to accomplish and focus on that goal.
* Make your newsletter easy to read by keeping each chunk of information easy to scan. Use headlines, short paragraphs, and bullet points throughout.
* Whenever possible, include timely news so that each edition is fresh.
* Be sure to proofread your newsletter.
* Always provide a way for recipients to stop receiving the newsletter.

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555 Street Address | City, State 55555

phone 555.555.5555 | fax 555.555.5555

www.website.com

Insert Text or Logo here.

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Shipping Address

555 Street Address

City, State 55555

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