

# Fax Transmission

No. of pages incl. this one: 1

**To:** Larry Hughes

**From:** MacKichan Software, Inc.

**Fax Number:** 1-505/789-0456      **Voice:** 1-505/522-4600

**cc:** Susan Bagby

**Date:** The date here

**Subject:** This is a sample

**If you do not receive all pages, please contact:** 1-123-456-7890

**Special Instructions:** Please Hand-deliver to Addressee.

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Here is the content of the fax memo. This fax includes contact information, the number of pages, special instructions, and the fax message itself. Complete the fields with the information you need.

The fields in the fax shell can be left blank but should not be deleted. The Subject field must remain, and must immediately precede the body of the fax.

**Attachments:** List attachments