

A black clipboard with a white circle at the top center. The word "FAX" is written in large, bold, white capital letters on the black background. The clipboard is holding a white sheet of paper with a rounded top and a thin grey border. The paper contains several fields for text entry, each with a horizontal line below the label. At the bottom, there are four checkboxes with labels: "Urgent", "Please Reply", "For Review", and "Please Comment".

# FAX

*Recipient number*

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*Recipient name*

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*Your name*

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*Subject*

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*Urgent*  *Please Reply*  *For Review*  *Please Comment*

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