

<<firstnam>> <<lastnam>>  
<<Address>>  
<<City>>, <<State>> <<Zip>>

Dear <<firstnam>> <<lastnam>>>,

Congratulations! You are the lucky winner of the new and improved Widget 9000, courtesy of Widgets R' Us. Your widget will be shipped to **<<address>>** as soon as you call us to confirm receipt of this notice. We hope you enjoy the many new features in the 9000 model, and we really appreciate your participation in the essay contest. We were so pleased to see someone so eloquent in their appreciation of our products.

Sincerely,

Wilton Widgetsmith

Widgets R' Us