



WRITTEN *Expressions*

June 9, 2008

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██████████
██████████
Columbus, OH 43214

Dear ██████,

As a long-time resident of Clintonville, I know that people don't just live here. They go to school here, play here, and eat here. As I'm sure you know, they also shop here—the people of Clintonville are loyal supporters of local businesses.

It's been my experience that the business community of Clintonville, like the residential community, has a desire to support their own. And that is why I'm writing to you now. A year ago, I created Written Expressions to provide small and independent businesses with affordable, professional writing and editing services. I'd love to do the same for you.

Think for a moment about the materials you use to market your business. Is your brochure a little out-of-date? Could your website use a bit of wordsmithing? Are you planning an event that you wish to publicize with a press release? Do you have something to say to current or prospective customers? If your answer to any of those questions is "yes", then I can help.

I'll follow up with you soon to discuss any needs you may have now or in the future. In the meantime, I have enclosed my business card for your files along with my brochure, which outlines my experience, services and fees. I look forward to the possibility of working with you!

Sincerely,

Amie Horan
Freelance Writer, Editor

Written Expressions, LLC

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