

|  |
| --- |
| College of Public HealthDepartment of Health Management and PolicyUniversity of Iowa145 N. Riverside DriveIowa City, Iowa 52242319-384-1500[public-health.uiowa.edu](https://www.public-health.uiowa.edu/) |

February 1, 2023

Name of Recipient

Title

Company

Street Address

City, St Zip

Salutation [Name of Recipient],

[Message]

Closing,

[Your Name]

[Title]