

Chapter 2 • Challenge Exercise Solution

Find the 10 errors in this letter

SIDWELL SOFTWARE

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November 8, 20--

Mr. Luis Villa, Sales
Acme Computers, Inc.
372 North Washington Road
St. Louis, MO 63102-4772

Dear Mr. Villa:

Associated Writers of America has asked us to have an exhibit at its national convention next summer. We have accepted the invitation and now are putting together a list of items that we will be using for the booth.

Because of the popularity and increasingly widespread use of the new version of Grammaretics 4U, we would like your assistance with part of the display. We want to have information about that software program available for those who might stop at our booth.

Please send me a list of what you can have for us. An addressed envelope is enclosed for your reply.

Sincerely,

Calvin Brown, Manager
Sales and Marketing

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Enclosure