NAMEr
                                                  **ADDRESS
                                                  CITY
                                                  ** ETC 1**
                                                  TELEPHONE
                                                  COURRIEL_1@**COURRIEL2.ca**
                                                  **

Dear ***,

***

➡   *THERE IS NO NEED TO SIGN YOUR LETTERS EACH TIME: JUST SIGN A*
SHEET, MAKE A PHOTOGRAPH [SIGNATURE.png], CONVERT IT TO [SIGNATURE.eps]

                                                  Yours truly,

                                                  ** NAME **