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Date

Kansas Secretary of State  
Corporation Division  
First Floor, Memorial Hall  
120 S. W. 10th Ave.  
Topeka, KS 66612-1594

Re: Articles of Incorporation

Dear Sir:

Enclosed you will find an original and one copy of **ARTICLES OF INCORPORATION** along with the filing fee of \$75.00.

Please file and provide a "filed" copy to me, together with any other information you commonly provide to new incorporators.

Please contact me at the above address if you require anything further.

With kindest regards, I am

Sincerely yours,

---

Signature

Enclosures

Check # \_\_\_\_\_ Enclosed for \$ \_\_\_\_\_

# Letter Format For Enclosed Documents

**Baden Eunson**



## **Letter Format For Enclosed Documents:**

*Managing Letter Writing Part I* K. Hariharan, 2020-01-01 Dear Readers This Book is made in IV parts I request the readers students to please buy all four parts for betterment of their career In this book all are independent paragraphs and readers students are requested to read them when they get time may be in a casual manner Even one time reading through all pages would bring a good result in improving their way of presentation United States Government Correspondence Manual United States. General Services Administration, 1960 Communicative English for Nurses , 3rd Edition - E-Book Shama Lohumi, Rakesh Lohumi, 2021-09-22 Communicative English for Nurses provides a perfect solution to the needs of nursing undergraduates Based on the INC syllabus it is an indispensable resource for B Sc Nursing students Students of M Sc Nursing and those going for NCLEX TOEFL and IELTS will also find it tremendously useful The book has been written keeping in mind the requirements of the modern Indian nurses to converse well in English As they serve in different national and international locations English is their only window to the outside world This book provides comprehensive study material and practice exercises on English language the way it is used in day to day conversations in the hospital environment

**Communicative English for Nurses\_4e - E-Book** Shama Lohumi, Rakesh Lohumi, 2025-04-14 Communicative English for Nurses\_4e E Book **Effective English Grammar and Communication Techniques** Shama Lohumi, 2011-06-23 English for Nurses provides a perfect solution to the needs of nursing undergraduates Based on the INC syllabi it is an indispensable resource for B Sc Nursing students Students of M Sc Nursing and those going for NCLEX TOEFL and IELTS will also find it tremendously useful The book has been written keeping in mind the requirements of the modern Indian nurses to converse well in English As they serve in different national and international locations English is their only window to the outside world This book provides comprehensive study material and practice exercises on English language the way it is used in day to day conversations in hospital environment Comprehensive exhaustive and well structured coverage Lucid presentation with easy language for ease of comprehension Ample number of examples tables and other learning aids All the essential elements of communication in modern day nursing practice like nursing reports records etc discussed analysed and exemplified Examples from real life health care communications provided Exhaustive end of chapter exercises Solutions for all objective type exercises given English for Nurses Shama Lohumi, 2015-07-15 What's New in the Second Edition More examples have been added in the chapters Exercises have been increased in several chapters Several chapters like Narration and Voice have been revised for better clarity of the concept Chapters like Essay Writing and Comprehension have been revised to include more health care scenarios **Communication For Professionals** ANATH LEE WALES, Book Description Unlock the power of effective communication with Communication for Professionals the second instalment in the Business Professionalism series by Anath Lee Wales This essential guide is designed to elevate your communication skills providing you with the tools needed to thrive in the modern business world In this comprehensive book you ll explore

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*Communication* Liam Perry & Tyler Miller,2018-12-24 Communication is one of the most important aspects of the business  
 world Professional men and women use communication for getting ahead resolving interpersonal conflicts and working  
 collaboratively with others to achieve unified goals Since communication is such a necessary business component business  
 people must familiarize themselves with communication techniques that will be most effective for them and their professional

counterparts The importance of communication skills can be seen when good quality communication occurs that prevents misunderstandings miscommunication and conflict It produces productive work and performance which ultimately impacts the company's bottom line Business Communication is any communication used to promote a product service or organization with the objective of making sale In business communication message is conveyed through various channels of communication including internet print publications radio television outdoor and word of mouth There is a good chance that you may not know what kind of listener you are After all until the topic arises most people do not tend to think about the issue So now is the time to think about it There are different types of listeners out there and learning about some of the different ways that people listen may help you use that information to improve your listening skills This book covers all the aspects of Business Communication It is hoped that this book will meet the requirements of teaching training and development programme Besides the text will provide valuable guidance to any individual who is keen on improving his/her communication skills

**Non-codified Documents is the Department of Labor Regulating the Public Through the Backdoor?** United States. Congress. House. Committee on Government Reform. Subcommittee on National Economic Growth, Natural Resources, and Regulatory Affairs, 2001 [Plunkett's Procedures for the Medical Administrative Assistant](#) Heather D Ramsay, Marie Rutherford, 2019-12-11 NEW Four Colour design with new art programme better illustrates current concepts and improves readability and visual appeal UPDATED Expanded coverage of healthcare plans across Canada NEW Coverage of Electronic Medical Records EMR NEW Evolve site including chapter review questions review questions videos forms and templates audio glossary and more UPDATED Reflects contemporary standards technological tools and terminology used in day to day modern health care practice NEW New and revised learning tools including learning objectives key terms assignment boxes tips critical thinking boxes and Did You Know boxes UPDATED Reflects current privacy legislation PIPEDA and changes to provincial and territorial Freedom of Information acts NEW Chapter order and comprehensive Table of Contents

**Professional Practice for Landscape Architects** Nicola Garmory, Clare Winsch, Rachel Tennant, 2007-03-15 This book organised in an extremely user friendly manner equips the landscape architect with all of the required knowledge in business and law It is of great value to Landscape architects throughout their academic and professional life Landscape architecture students will find this book vital to their education and it will also be useful for landscape students on non professional programmes who wish to understand the regulatory and planning backgrounds to their studies and for students on technical type landscape programmes It is compulsory reading for everyone preparing for the new Pathway to Chartership examination Not only will it help you pass the exam but you will along with the thousands of fully qualified landscape architects in the UK find it an extremely time saving reference in your busy working lives

**English Usage for Clarity** Rajjan Shinghal, 2024-09-13 English Usage for Clarity by Rajjan Shinghal offers a guide to English writing focused on clarity and simplicity Using humorous quotations Shinghal highlights the differences in styles in

American British and Indian English Shinghal encourages authors to adopt a style that feels natural to them so their writing remains clear and simple The book explains the meanings and contexts of the Latin terms used commonly in English *The New Office Professional's Handbook* American Heritage Dictionary, Houghton Mifflin Company, 2001 Provides information on career development the online office document creation telecommunications business English business law information management and other topics

**Gender and Politics in the Age of Letter-Writing, 1750-2000** Máire Cross, 2017-05-15 Letters have long been an outlet for political expression whether they articulate the personal politics of the daily routine or the political views of individuals who witness or participate in dramatic events In addition letters can be unusually revealing records of the relations between men and women Though letters have frequently been studied as a privileged space for literary social and cultural expression the three dimensional relationship of politics gender and letters has not been the focus of an entire volume The nineteen essays in this collection examine how the gendered nature of political literacy is revealed over a 250 year period through letter writing whether the writer is famous or unknown the wife of a prominent politician or activist a political prisoner or political militant Ranging wide in terms of subject matter and geography the contributors examine correspondence that ponders familial concerns as well as letters providing political commentary on the effects of war or revolution on everyday life Among the impressive group of international scholars are Jim Allen Clare Brant Edith Gelles Jane Rendall and Si n Reynolds

**How to Write It, Third Edition** Sandra E. Lamb, 2011-08-30 Write personal and professional communications with clarity confidence and style How to Write It is the essential resource for eloquent personal and professional self expression Award winning journalist Sandra E Lamb transforms even reluctant scribblers into articulate wordsmiths by providing compelling examples of nearly every type and form of written communication Completely updated and expanded the new third edition offers hundreds of handy word phrase and sentence lists precisely crafted sample paragraphs and professionally designed document layouts How to Write It is a must own for students teachers authors journalists bloggers managers and anyone who doesn't have time to wade through a massive style guide but needs a friendly desk reference

*Southwestern College Keyboarding for Windows Document Processing with Microsoft Word 6.0 and WordPerfect 6.0* Charles H. Duncan, Susie H. VanHuss, S. Elvon Warner, Connie Forde, Donna L. Woo, 1995 College Keyboarding Document Production Course consists of Lessons 121 180 divided into two levels The Training Manual located at the end of the textbook is a handy reference for reviewing as well as learning new functions All of the functions learned in the Windows Introductory course and Formatting course are applied and new functions are introduced Keyboarding word processing advanced course in both quarter and semester programs found in business and information systems departments at both two and four year schools

**Technical Communication for Engineers** Shalini Verma, 2015 Technical Communication for Engineers has been written for undergraduate students of all engineering disciplines It provides a well researched content meticulously developed to help them become strategic assets to their organizations and have a successful

career The book covers the entire spectrum of learning required by a technical professional to effectively communicate the technicalities of his subject to other technocrats or to a non technical person at their proper levels It is unique inasmuch as it provides some thoughtful pedagogical tools that help the students attain proficiency in all the modes of communication Key Features Marginalia which are spread throughout the book to clarify and highlight the key points Tech Talk passages which throw light on the latest advancements in communication technology and their innovative use Application based Exercise which encourages the readers to apply the concepts learnt to real life situation Language based Exercise Grammar feel or experience the concepts and theories learnt and thereby gain hands on experience      *Operations Management in the Travel Industry, 2nd Edition* Peter Robinson,Paul Fallon,Harry Cameron,John C Crotts,2016-02-26 Covering the applied managerial perspective of the travel industry this book looks at the core disciplines and the application of theory to practice Considering individual and corporate social responsibility it teaches effective managerial skills by reviewing legal frameworks quality management and marketing financial management and the management of shareholders and stakeholders It discusses current trends such as sustainability and governmental emission targets against a background of the needs of a commercial business to innovate and increase profits A valuable tool for both students and those working in the travel industry this new edition includes new content a revised structure and all new international case studies

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