



Mr/Mrs/Ms/Dr
Full Name of Recipient
Company/Institution
Street
Town, Country

Your Letter (Ref. No. / Date)
XY
12 February 2016

Reference Number
MU-IS/110395/2014/177262/PdF

Contact / Email:
Full Name
mail@muni.cz

Place / Date
Brno
25 February 2016

Subject

Dear Dr. Green, / Dear Mrs. Robinson,

At vero eos et accusamus et iusto odio dignissimos ducimus qui blanditiis praesentium voluptatum deleniti atque corrupti quos dolores et quas molestias excepturi sint occaecati cupiditate non provident, similique sunt in culpa qui officia deserunt mollitia animi, id est laborum et dolorum fuga.

Et harum quidem rerum facilis est et expedita distinctio. Nam libero tempore, cum soluta nobis est eligendi optio cumque nihil impedit quo minus id quod maxime placeat facere possimus, omnis voluptas assumenda est, omnis dolor repellendus.

Temporibus autem quibusdam et aut officiis debitis aut rerum necessitatibus saepe eveniet ut et voluptates repudiandae sint et molestiae non recusandae. Itaque earum rerum hic tenetur a sapiente delectus, ut aut reiciendis voluptatibus maiores alias consequatur aut perferendis doloribus asperiores repellat.

Yours sincerely,

Full Name

Masaryk University, Faculty of Education

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Please quote the Ref. No. in your reply.

