«MainFirst» «MainSurname»

«CompanyName»

«Address1»

«Address2»

«Address3»

«Town»

«County»

«Postcode»

Dear «MainFirst»,

Scratch & Win with Initiative

Congratulations on winning a funky Freecom Wireless Waterproof Speaker with Scratch & Win competition.

We hope you enjoy your prize.

Yours sincerely,

Linda Cox

Sales & Marketing Assistant