

## FROM THE DESK OF FIRST LAST • TITLE

MONTH YEAR

## Dear First Last,

Body copy to go in this area. Body copy to go in this area.

Body copy to go in this area. Body copy to go in this area.

Body copy to go in this area. Body copy to go in this area.

Go Beacons!

OFFICE/DEPARTMENT/COLLEGE FIRST.LAST@VALPO.EDU 219.464.XXXX BUILDING NAME ADDRESS VALPARAISO, IN 46383