® DATA MERGE.DOC⁻

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- ® First ® Last
- ®Address1 ®Address2
- ®City , ®State ®Zip
- ® Phone⁻

Dear ® First :

This is a sample document for use with the mail merge interface of Heritage Church. All fields are displayed above.

Since you know the field names, check with the Microsoft Word reference manual as to the procedure on performing a mail merge.

If you have further questions, please contact:

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