|  |  |
| --- | --- |
| 🞂Fax | [Date] |

|  |  |
| --- | --- |
| From: | [Sender name] |
| Phone: | [Sender phone number] |
| Fax: | [Sender fax number] |
| Company Name: | [Sender company name] |
| To: | [Recipient name] |
| Phone: | [Recipient phone] |
| Fax: | [Recipient fax] |
| Company Name: | [Recipient company name] |

## Comments:

[To get started right away, just tap any placeholder text (such as this) and start typing to replace it with your own.]

[Want to insert a picture from your files or add a shape, text box, or table? You got it! On the Insert tab of the ribbon, just tap the option you need.]