**Write a letter to a book publisher, placing order for books.**

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| **M. G. Road** |
| Ambikapur, Surguja |
| Chhattisgarh - 497001 |
|  |
| 30 April 2020 |
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| The Manager |
| HarperCollins Publishers India Ltd. |
| Sector 57, Noida – 201301 |
| UP, India |
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| Subject: Order for books published by HarperCollins Publishers  |
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| Dear Sir, |
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| I would like to place an order for some books published by Messrs HarperCollins Publishers. I would be grateful if you would send me one copy each of the following books by VPP to my address as mentioned above. |
|  |
| 1. ***The Runaway Bunny*** by Margaret Wise Brown
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| 1. ***The Snow Queen*** by Hans Christian Andersen
 |
| 1. Michael Hague’s ***Read-to-Me Book of Fairy Tale***
 |
| 1. ***Santa Claus And The Three Bears*** by Maria Modugno, Jane
 |
|  Dyer and Brooke Dyer |
| 1. ***Sleeping Beauty’s Daughters*** by Diane Zahler
 |
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| I look forward to receiving the books at the earliest. |
|  |
| Yours Faithfully |
| **Manoj Kumar Singh** |
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