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Deshon & Associates
GRAPHIC DESIGN

75 West Mill Station Dr
Newark Delaware 19711

phone 302 738 9524
fax 302 831 3488

complete graphic design & electronic publishing services

Dear Prospective Client,

I represent **Deshon & Associates** GRAPHIC DESIGN. My name is Mark Deshon, and I thank you for your interest in my business. I graduated from the University of Delaware with a degree in graphic design in 1978, and since then, I have been working as a designer in the Newark area. This letter will help familiarize you with Deshon & Associates (D&A).

D&A has been in business here in Delaware since 1987. D&A's niche is design and production for document publishing or company/product marketing needs.

D&A utilizes illustration, photoediting, word-processing, and page-layout software for both traditional and Web publishing. Its primary tools are Macintosh hardware and software, as well as peripherals common in the design business.

D&A's standard fee structure:

consultation	\$50/hr
design & production	\$75/hr
webpage authoring	\$75/hr
illustration	\$75/hr
photoillustration/photoediting	\$75/hr
subcontracting (e.g., photography, printing)	D&A's cost + 20%

Sincerely,
A handwritten signature in black ink that reads "Mark Deshon". The signature is written in a cursive, flowing style.

Mark Deshon