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Jill Smith
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Highstreet 1
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Your letter of	Your reference	Our reference	Date
November 31, 1999	12-ASN	AI-NLP	August 31, 2000

Re: What's it all about

Dear Ms Smith,

This document serves both as a demonstration and as documentation for the LaTeX 2ε document class `aclbrief`. This document class is to be used by anyone who is writing official letters as representatives for the Association for Computational Linguistics.

EACL

This class `aclbrief` is an extension of the NTG class `brief` made by Victor Eijkhout. You should consult `briefdoc.tex` for additional information about the use of options not described in the current text.

The class `aclbrief` provides a letterhead. Therefore you should not use the `\maakbriefhoofd{}{}` command of the `brief` document class.

The following options can be used to modify the lay-out:

`european` Letter from the European Chapter of the ACL.
`northamerican` Letter from the North American Chapter of the ACL.
`color` Logo will be printed in red.
language options There are language options for Dutch, English, German, and French. This option influences short captions such as date. Dutch is the default.

Before the `\begin{document}` command you should set you name and address with the `\myaddress{}` command.

Make sure to provide a date. Otherwise, LaTeX will provide it for you, and the date will change with the day the document is processed.

Don't forget to set numbers in `\num{}`, like 1234567890, or you'll get table numbers like 1234567890, which are too large within running text.

The rest of this document is just filling to demonstrate how the letterhead on the first page differs from the letterhead of additional pages. It contains no useful information.

Web	Motto
http://www.let.rug.nl/alfa/	Linux liberates!

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Yours sincerely,

Peter Jones	Th. Jones
LaTeX 2$_{\varepsilon}$ management	The other one

Enclosures: photograph, yellow ribbon

cc: C. Jones, J. Jones

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