

February 12, 2026

Philipp Waibel
Zelgistrasse 2
8266, Steckborn

Recipient Name
Recipient Title
Company Name
Company Address
City, State ZIP

Dear [Recipient Name],

[This template uses a narrow, conservative layout befitting formal correspondence.
The design is minimalistic and professional.]

Thank you for your consideration.

Sincerely,

Your Name

Anhang:

- test
- test 2