



99 Any Street  
Somewhere  
QLD 4999

Monday 15<sup>th</sup> January 2018

**Ref: Widget Sales 2017**

Dear Sir / Madam

Please find below our sales data for 2017 by sales region.

	Region			
	North	South	East	West
Widget Sales	\$1,234	\$2,345	\$1,567	\$2,987
Misc Sales	\$999	\$745	\$1,345	\$1,087
<b>Total Sales</b>	<b>\$2,233</b>	<b>\$3,090</b>	<b>\$2,912</b>	<b>\$4,074</b>

The miscellaneous sales above include the following:

- Freight income        \$2050.00
- Packing income        \$1987.00
- Delivery income        \$139.00

Please do not hesitate to contact us if you have any questions regarding the above information.

Kind Regards

A B Manager  
(Manager: Mr Widgets, Australia)