Imagine, you are the Principal of your school. Write a letter to the ***Manager,***

***Au Bon Marche Store, P.O. Box 1028, Port Vila, Shefa Province*** to orderthe following sports equipment for your school:

* *2 Volleyball nets @ 3000vt a net*
* *8 basketball balls @ 1,000vt each*
* *8 football balls @ 1,000vt each*
* *6 whistles @ 120vt each*

Advice the Manager that payment for the sport equipment will be paid in cash once you receive them.

You may wish to include any other important information.

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Do not write here



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