

1800 Stone Ridge Street
Los Angeles, CA 90001
May 8th, 2014

Ms. Michelle Sav
President, Johnson Family Center
344 Western Lane
New York, NY 10027

Dear Ms. Sav

When using $\LaTeX 2_{\epsilon}$ the `\indent` command can be used to force indentation. The `\textit{}` command can be used to *italicize* text. Bold text is generated via the `\textbf{}` command. **This is HUGE.** You can combine the commands in *addition*.

Text can be positioned using a multitude of methods. We will cover only three directly. More will be eluded to in the \LaTeX file for you to discover yourself.

Centering:

```
begin{center}  
  insert text here  
end{center}
```

Lorem ipsum dolor sit amet, consectetur adipiscing elit. In mi felis, tincidunt in varius vel, dictum a augue. Curabitur iaculis nisl at leo laoreet, eget ultricies dui pellentesque.

Flush Right:

```
begin{flushright}  
  insert text here  
end{flushright}
```

Lorem ipsum dolor sit amet, consectetur adipiscing elit. In mi felis, tincidunt in varius vel, dictum a augue. Curabitur iaculis nisl at leo laoreet, eget ultricies dui pellentesque.

Flush Left:

```
begin{flushleft}  
  insert text here  
end{flushleft}
```

Lorem ipsum dolor sit amet, consectetur adipiscing elit. In mi felis, tincidunt in varius vel, dictum a augue. Curabitur iaculis nisl at leo laoreet, eget ultricies dui pellentesque.

New lines can be started via the `\newline` command or simply two backslashes. For example:

The following is an example of `\newline` and how it will introduce a new line. The equivalent is the `\\` command.

The following is an example of and how it will introduce a new line. The equivalent is the command.

A new page will now be forced with the `\newpage` command.

Space can arbitrarily be added between lines via the `vspace{}` command. This is often required to generate spaces for signatures, address locations, etc. and when packages do not cooperate properly.

This line is centered and dropped by 20pts.

Lastly, text can be underlined via the `underline{}` command. Hopefully this fictitious letter was helpful.

My Best,

Tyler Berezowsky