Three standard letters reworded

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1,240 sent · fictional document

Fictional document — demonstration example

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Fictional document, produced for demonstration. **Statements of appeal routes and deadlines are not reworded.** Their wording is what makes them enforceable — a clearer letter whose appeal wording has been rewritten is a weaker letter.

What is copied unchanged, in all three

Block	Copied?	Why
Legal ground for the decision	**Yes**	**It founds the decision**
Reference to the resolution or text	**Yes**	It is checkable
Appeal routes and deadlines	**Yes, word for word**	**Its wording makes it enforceable**
Department contact details	**Yes**	—

What is reworded

Letter	Opening sentence	After	Position of the ground
Refusal of support	34 words	**11 words**	4th → **2nd paragraph**
Further documents	28 words	**12 words**	3rd → **1st paragraph**
Summons	22 words	**9 words**	after 6 lines → **1st line**

> **The move matters more than the shortening.** An eleven-word sentence in the fourth paragraph is still unfindable; a twenty-word sentence at the top gets read.

What the agent proposes, and what it leaves untouched

Action	Performed?
Offer a reworded version	**Yes**
Show what changes, line by line	**Yes**
Amend the standard letter in force	**No**
Send the reworded version	**No**
Touch appeal routes and deadlines	**No**

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deployment chosen.