



Set with `\institute{}`
Address:
Set with `\address{}`
Telephone: +47 40005100
`info@sintef.no`
Enterprise Number:
Set with `\vat{}`

**SINTEF Employees
Trondheim, Oslo & c.
NORWAY**

YOUR REFERENCE	OUR REFERENCE	PROJECT / REFERENCE	DATE
—	—	SINTEF	27th November 2021

Dear all,

Here is the `sintefletter` class. This class allows you to write letters in the SINTEF reference template from \LaTeX with minimal effort.

The class inherits from the generic `sintefdoc`; see its documentation for language and custom-data settings.

To set up the headings, insert the command `\frontmatter` right after `\begin{document}`.

Some commands are available to set the fields in the first page's header:

`\recipient` the recipient's address;

`\yourref` the recipient's reference;

`\ourref` SINTEF's reference;

`\project` SINTEF's project code.

The date is set with the standard `\date` command.

Best regards

Federico Zenith