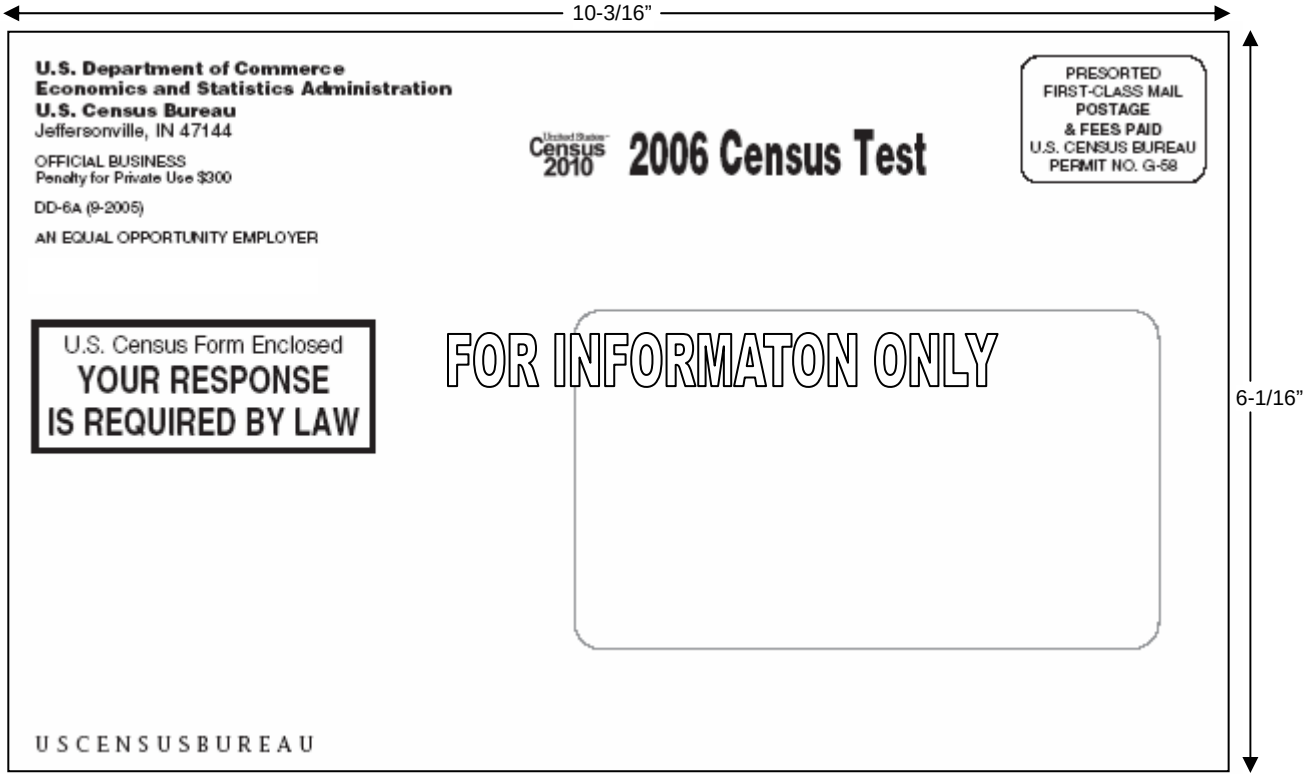Letter-size Outgoing Envelope