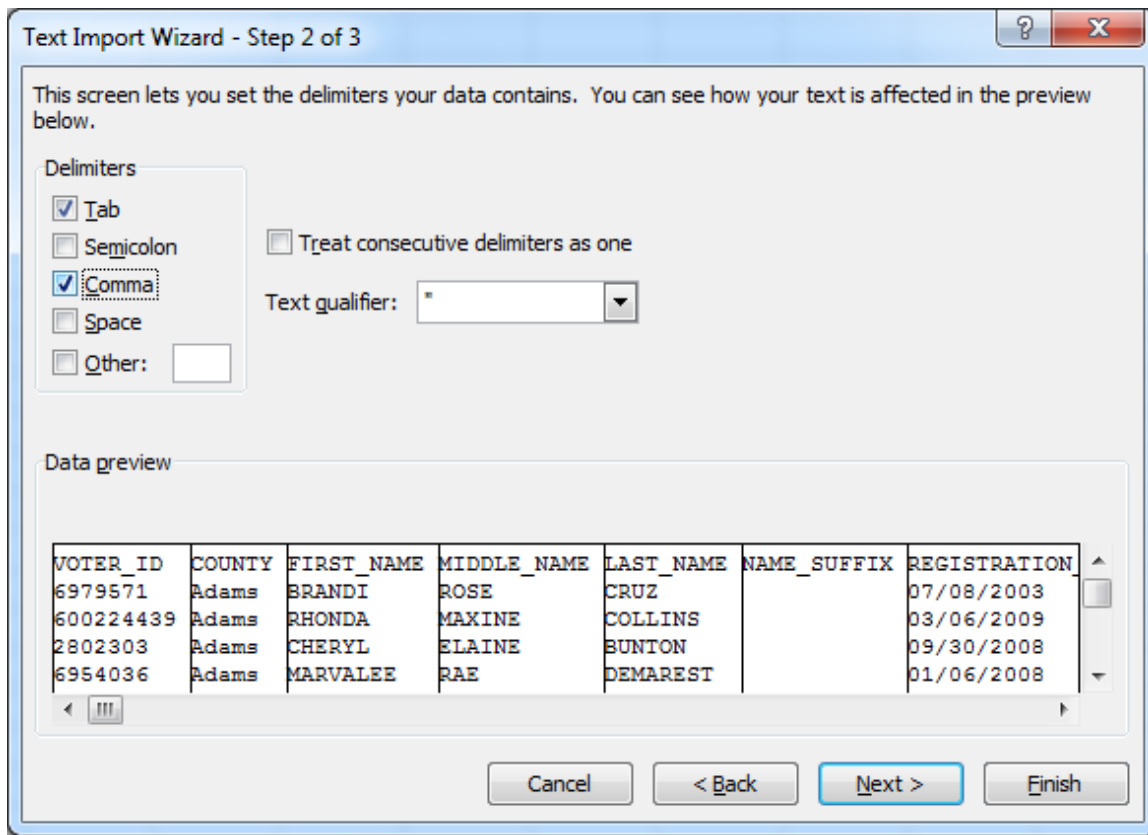




Check the box marked Comma then click the Finish button. Excel will open the file with headers and the data. Use the Save As and save the file in the Excel format. Then you can remove any columns you don't need and the original data will be unaffected.



You can then use the file and walk thru the Mail Merge process in Word to create your mailing labels:

