

| Look for and Remove Duplicate Records |                     |              |       |             |  |  |  |
|---------------------------------------|---------------------|--------------|-------|-------------|--|--|--|
| FirstName                             | Address             | City         | State | Postal Code |  |  |  |
| Alex                                  | 111 Allen Ave.      | Anaheim      | CA    | 92801       |  |  |  |
| Andrew                                | 3254 Katella Ave.   | Anaheim      | CA    | 92801       |  |  |  |
| Beth                                  | 222 Broad St.       | Boston       | MA    | 01505       |  |  |  |
| Chuck                                 | 333 Center St.      | Chicago      | IL    | 60601       |  |  |  |
| Donna                                 | 444 Dudley Rd.      | Denver       | CO    |             |  |  |  |
| Eric                                  | 555 Elysian Highway | Easton       | PA    |             |  |  |  |
| Flora                                 | 666 Flower Rd.      | Florence     | KY    |             |  |  |  |
| George                                | 777 Grand Ave.      | Grand Rapids | MI    | 49519       |  |  |  |
| George                                | 777 Grand Ave.      | Grand Rapids | MN    | 55744       |  |  |  |
| Harriet                               | 888 Hardy Road      | Hartford     | CT    | 06112       |  |  |  |
| Harriet                               | 54321 Street Rd.    | Horsham      | PA    | 19044       |  |  |  |
| Haryet                                | 54321 Street Rd.    | Horsham      | PA    | 19044       |  |  |  |

Microsoft Office Excel

 1 duplicate values found and removed; 12 unique values remain.

OK

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