

CASE NO: { MERGEFIELD PUB_CH_ORG_COURT1CASENO }

IN THE { MERGEFIELD PUB_CH_ORG_COURT1_name }

B E T W E E N:

{ MERGEFIELD PUB_CH_ORG_LOCALAUTH1_name }

Applicant

-and-

Respondent

BRIEF TO COUNSEL

Counsel will find enclosed:

1. Bundle
2. Legal Aid Certificate

Background:

Should Counsel have any questions or wish to discuss anything would he/she please contact { MERGEFIELD CALCULATION_FEE_EARNER_DESCRIPTION } of Instructing Solicitors.

Dated: { DATE \@ "dd MMMM yyyy" }

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BRIEF TO COUNSEL

Counsel: { MERGEFIELD PUB_CH_ORG_CNLS1_name }
{ MERGEFIELD PUB_CH_ORG_CNLS1_address }

Solicitor: { MERGEFIELD PRACTICEINFO_PRACTICE_NAME }
{ MERGEFIELD BRANCHINFO_HOUSE }
{ MERGEFIELD BRANCHINFO_AREA }
{ MERGEFIELD BRANCHINFO_POSTAL_TOWN }
{ MERGEFIELD BRANCHINFO_COUNTY }
{ MERGEFIELD BRANCHINFO_POSTCODE }

{ IF { MERGEFIELD BRANCHINFO_DX_NO } <> "" "DX: «BRANCHINFO_DX_NO»" ""
}

Tel: { MERGEFIELD BRANCHINFO_PHONE_NO }

Fax: { MERGEFIELD BRANCHINFO_FAX_NO }

Ref: { MERGEFIELD "MATTER_FEE_EARNER_ID" * Upper }/{ MERGEFIELD client_no }/{ MERGEFIELD matter_no }