

{INCLUDETEXT

"C:\\Users\\neilb\\AppData\\Local\\Packages\\PraccticeLimited.OspreyApproachSupervisor
App_expxx2x1s6rv4\\LocalState\\OspreyDocuments\\8b5a7548-7a61-483f-8d60-
9dae8519c9b6\\header.doc"

Our Ref: { MERGEFIELD MATTER_FEE_EARNER_ID }/{ MERGEFIELD
client_no }/{ MERGEFIELD matter_no }

{ SET LETTER{ DATE \@ "d MMMM yyyy" }}{ref LETTER \@ "d
MMMM yyyy" \ * MERGEFORMAT }

{ IF { MERGEFIELD FW_WIL_CAPACITY_FW_WIL_SING } = "Single" "{ MERGEFIELD
LINKNAME_TITLE_1 } { MERGEFIELD LINKNAME_INITIALS_1 } { MERGEFIELD
LINKNAME_SURNAME_1 },
{ MERGEFIELD CALCULATION_ADDRESS }
" "{ MERGEFIELD LINKNAME_TITLE_1 } { MERGEFIELD LINKNAME_INITIALS_1 } {
MERGEFIELD LINKNAME_SURNAME_1 } & { MERGEFIELD LINKNAME_TITLE_2 } {
MERGEFIELD LINKNAME_INITIALS_2 } { MERGEFIELD LINKNAME_SURNAME_2 },
{ MERGEFIELD CALCULATION_ADDRESS }" }

Dear { IF { MERGEFIELD FW_WIL_CAPACITY_FW_WIL_SING } = "Single" "{ MERGEFIELD
LINKNAME_TITLE_1 } { MERGEFIELD LINKNAME_SURNAME_1 }," "{ MERGEFIELD
LINKNAME_TITLE_1 } { MERGEFIELD LINKNAME_SURNAME_1 } & { MERGEFIELD
LINKNAME_TITLE_2 } { MERGEFIELD LINKNAME_SURNAME_2 }," }

Re: { IF { MERGEFIELD FW_WIL_CAPACITY_FW_WIL_SING } = "Single" "Your Will"
"Your Wills" }

{ IF { MERGEFIELD FW_WIL_CAPACITY_FW_WIL_SING } = "Single" " I am pleased to confirm
that I have now finalised your draft Will and a copy is enclosed herewith for your perusal.
" " I am pleased to confirm that I have now finalised your draft Wills and copies are enclosed
herewith for your perusal." }

If there are any terms which you do not understand you should contact me immediately to
discuss them further.

If you do wish to make any amendments I should be grateful if you would please confirm
your proposed amendments by return.

If, however, you approve the draft Will please kindly telephone my secretary to arrange an
appointment to sign your Will.

Whilst writing, I also enclose my invoice for your kind attention. I should be grateful if you
would please discharge this as soon as possible.

I look forward to hearing from you.

Yours sincerely,

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{ MERGEFIELD "CALCULATION_FEE_EARNER_DESCRIPTION" }  
{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME\*Upper }
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