

{ MERGEFIELD FW_INJ_APP_FW_INJ_COURT_compname }
{ MERGEFIELD FW_INJ_APP_FW_INJ_COURT_address }

Your Ref:

Our Ref:

{ USERINITIALS * Upper }/{
MERGEFIELD "Client_No" }/{
MERGEFIELD "Matter_No" }

Please ask for:

{ MERGEFIELD
CALCULATION_FEE }
Date:
{ DATE \@ "dd MMMM
yyyy" } { SET LtrDate {
DATE \@ "d MMMM
yyyy" } }

Dear Sirs,

**RE: { MERGEFIELD LINKNAME FORENAME 1 } { MERGEFIELD
LINKNAME SURNAME 1 } v { MERGEFIELD FW INJ RESP FW INJ RESPFORE } {
MERGEFIELD FW INJ RESP FW INJ RESPSURN }
Case No. { MERGEFIELD FW INJ_APP_FW_INJ_CASENO }**

We act for the above-named Respondent and enclose herewith our Notice of Acting, together with our client's statement. We should be grateful if these could be placed on the Court file.

Yours faithfully,

{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME }