

{INCLUDETEXT "C:\\Users\\NeilB\\OneDrive - PRACCTICE LTD\\Documents\\OspreyOfficeGateway\\header.doc"}

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

Your Ref: { MERGEFIELD TK_PIDEF3DETAIL_tkDEF3INSREF }

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

{ MERGEFIELD TK_PIDEF3DETAIL_tkDEF3INSURER_name }
{ MERGEFIELD TK_PIDEF3DETAIL_tkDEF3INSURER_address }

Dear Sirs

Our Client: { MERGEFIELD LINKNAME_TITLE_1 } { MERGEFIELD LINKNAME_INITIALS_1 } { MERGEFIELD LINKNAME_SURNAME_1 }

Your Insured: { IF { MERGEFIELD TK_PIDEF3DETAIL_tkDEF3CONAME } = "" "{ MERGEFIELD TK_PIDEF3DETAIL_tkDEF3FORENAME } { MERGEFIELD TK_PIDEF3DETAIL_tkDEF3SURNAME }" "{ MERGEFIELD TK_PIDEF3DETAIL_tkDEF3CONAME }" }

Your Policy No: { MERGEFIELD TK_PIDEF3DETAIL_tkDEF3INSPOLNO }

Accident Date: { MERGEFIELD TK_ACCDETS_tkACCDATE \@ "d" *Ordinal } { MERGEFIELD TK_ACCDETS_tkACCDATE \@ "MMMM yyyy" }

Yours faithfully

{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME *UPPER }

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