

{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\_PICLIINSDETS\_tkLEXPINSREF }

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

{ MERGEFIELD TK\_PICLIINSDETS\_tkLEXPINSURE\_name }  
{ MERGEFIELD TK\_PICLIINSDETS\_tkLEXPINSURE\_address }

Dear Sirs

**Our Client:**            { MERGEFIELD "LINKNAME\_FORENAME\_1" } {  
                              MERGEFIELD LINKNAME\_SURNAME\_1 }  
**Address:**                { MERGEFIELD "CALCULATION\_ADDRESS" }  
**Date of Accident:**    { MERGEFIELD  
                              TK\_ACCDETS\_tkACCDATE\@"d"\\*Ordinal } {  
                              MERGEFIELD TK\_ACCDETS\_tkACCDATE\@"MMMM  
                              yyyy" }

Yours faithfully

{ MERGEFIELD "PRACTICEINFO\_PRACTICE\_NAME" }

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