

{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:

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

DVLA  
Swansea  
SA99 1AJ

Dear Sirs

**Our Client:** { MERGEFIELD "LINKNAME\_FORENAME\_1" } {  
MERGEFIELD LINKNAME\_SURNAME\_1 }  
**Accident Date:** { MERGEFIELD TK\_ACCDETS\_tkACCDATE }  
**Location:** { MERGEFIELD TK\_ACCDETS\_tkACCLCATION }  
**Defendant's Vehicle:** { MERGEFIELD TK\_PIVEHDETS\_TK\_DEF1MAKEMOD  
}; { MERGEFIELD  
"TK\_PIVEHDETS\_tkDEF1VEHREGNO" }  
**Third Party's Vehicle:** { MERGEFIELD  
TK\_PIVEHDETS\_tkTP1VEHMAKEMOD }; {  
MERGEFIELD "TK\_PIVEHDETS\_tkTP1VEHREGNO" }

It is alleged that the above vehicle(s) was/were involved in an accident. Please kindly advise us of the name and address of the registered keeper on the above date.

We attach our cheque for the fee payable in the sum of £ \* .

Yours faithfully

{ MERGEFIELD PRACTICEINFO\_PRACTICE\_NAME\\*upper }

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