

{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\_PIDEF1DETAIL\_tkDEF1INSREF }

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

{ MERGEFIELD TK\_PIDEF1DETAIL\_tkDEF1INSURER\_name }  
{ MERGEFIELD TK\_PIDEF1DETAIL\_tkDEF1INSURER\_address }

Dear Sirs

**Our Client:** { MERGEFIELD "LINKNAME\_FORENAME\_1" } {  
MERGEFIELD LINKNAME\_SURNAME\_1 }  
**Your Insured:** { IF { MERGEFIELD  
TK\_PIDEF1DETAIL\_tkDEF1CONAME } = "" "{  
MERGEFIELD TK\_PIDEF1DETAIL\_tkDEF1FORENAME }  
{ MERGEFIELD TK\_PIDEF1DETAIL\_tkDEF1SURNAME  
}" "{ MERGEFIELD  
TK\_PIDEF1DETAIL\_tkDEF1CONAME }"}  
**Your Policy No:** { MERGEFIELD TK\_PIDEF1DETAIL\_tkDEF1INSPOLNO  
}  
**Accident Date:** { MERGEFIELD  
TK\_ACCDETS\_tkACCDATE\@"d"\\*Ordinal } {  
MERGEFIELD TK\_ACCDETS\_tkACCDATE\@"MMMM  
yyyy" }

We refer to your letter dated { IF { MERGEFIELD TK\_PIVALUE\_TK\_TOPUP\_DT\_PD } = "" "{  
MERGEFIELD "TK\_PIVALUE\_TK\_PT36\_DT\_PD" }" "{ MERGEFIELD  
TK\_PIVALUE\_TK\_TOPUP\_DT\_PD }" } and note your offer on behalf of the proposed  
defendant(s).

Our client is prepared to accept the sum of { IF { MERGEFIELD  
TK\_PIVALUE\_TK\_TOPUP\_AMT } = "" "£{ MERGEFIELD "TK\_PIVALUE\_TK\_PT36\_AMT\_D" }"  
"£{ MERGEFIELD "TK\_PIVALUE\_TK\_TOPUP\_AMT" }" } plus the claimant's costs on a  
standard basis with a detailed assessment under Part 44.12a CPR failing agreement.

We enclose a breakdown of our profit costs, together with the vouchers and fee notes for  
disbursements claimed.

We look forward to receiving a cheque for our client's damages within 14 days and proposals in  
respect of our costs within 21 days.

Yours faithfully

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

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