

{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\_tkDEF1SOLREF }

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

{ MERGEFIELD TK\_PIDEF1DETAIL\_tkDEF1SOL\_name }  
{ MERGEFIELD TK\_PIDEF1DETAIL\_tkDEF1SOL\_address }

Dear Sirs

**Our Client:** { MERGEFIELD "LINKNAME\_FORENAME\_1" } { MERGEFIELD "LINKNAME\_SURNAME\_1" }

**Your Client:** { IF { MERGEFIELD TK\_PIDEF1DETAIL\_tkDEF1CONAME } = "" "{ MERGEFIELD TK\_PIDEF1DETAIL\_tkDEF1FORENAME } { MERGEFIELD TK\_PIDEF1DETAIL\_tkDEF1SURNAME }" "{ MERGEFIELD TK\_PIDEF1DETAIL\_tkDEF1CONAME }" }

**Accident Date:** { MERGEFIELD TK\_ACCDETS\_tkACCDATE\@"d"\\*Ordinal } { MERGEFIELD TK\_ACCDETS\_tkACCDATE\@"MMMM yyyy" }

We enclose the listing questionnaire as filed at court, for your information.

We also enclose documentation filed at court along with the listing questionnaire.

We shall be grateful if you could let us have a copy of the Defendant's listing questionnaire, and any accompanying documentation or letters you ask the court to consider on listing.

We are happy to liaise with you concerning any further case management although this will of course need to be in the immediate future before the court reviews the questionnaires.

Yours faithfully

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

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