

{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\_PIDEF2DETAIL\_tkDEF2INSREF }

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

{ MERGEFIELD TK\_PIDEF2DETAIL\_tkDEF2INSURER\_name }  
{ MERGEFIELD TK\_PIDEF2DETAIL\_tkDEF2INSURER\_address }

Dear Sirs

**Our Client:** { MERGEFIELD LINKNAME\_TITLE\_1 } { MERGEFIELD LINKNAME\_INITIALS\_1 } { MERGEFIELD LINKNAME\_SURNAME\_1 }

**Your Insured:** { IF { MERGEFIELD TK\_PIDEF2DETAIL\_tkDEF2CONAME } = "" "{ MERGEFIELD TK\_PIDEF2DETAIL\_tkDEF2FORENAME } { MERGEFIELD client\_no }" "{ MERGEFIELD TK\_PIDEF2DETAIL\_tkDEF2CONAME }" }

**Your Policy No:** { MERGEFIELD TK\_PIDEF2DETAIL\_tkDEF2INSPOLNO }

**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

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