

{INCLUDETEXT

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App_expxx2x1s6rv4\\LocalState\\OspreyDocuments\\442cf1cf-ebd1-4bbb-839a-
c761b86930c4\\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 }

{ MERGEFIELD TK_PIWITDETS1_tkWIT1TITLE } { MERGEFIELD
TK_PIWITDETS1_tkWIT1FORENAME } { MERGEFIELD TK_PIWITDETS1_tkWIT1SURNAME
}
{ MERGEFIELD TK_PIWITDETS1_tkWIT1ADDRESS }

Dear { MERGEFIELD TK_PIWITDETS1_tkWIT1TITLE } { MERGEFIELD
TK_PIWITDETS1_tkWIT1SURNAME }

Accident Date: { MERGEFIELD
TK_ACCDETS_tkACCDATE \@ "d" \ *Ordinal } {
MERGEFIELD TK_ACCDETS_tkACCDATE \@ "MMMM
yyyy }

Location: { MERGEFIELD TK_ACCDETS_tkACCLCATION }

Our Client: { MERGEFIELD "LINKNAME_FORENAME_1" } {
MERGEFIELD "LINKNAME_SURNAME_1" }

I write further in respect of this matter.

The Court is shortly due to list this matter for Trial and I should be grateful if you could provide me with any dates to avoid during the month(s) of { ASK month "Enter month(s) during which trial may be held." } { REF month }.

I look forward to hearing from you as soon as possible.

Yours sincerely

{ MERGEFIELD CALCULATION_FEE_EARNER_DESCRIPTION }
{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME \ *UPPER }

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