

{INCLUDETEXT

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App_expxx2x1s6rv4\\LocalState\\OspreyDocuments\\2a70c49f-6384-4654-81fe-
35dbe8cacc69\\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_PIWITDETS2_tkWIT3TITLE" } { MERGEFIELD
"TK_PIWITDETS2_tkWIT3FORENAME" } { MERGEFIELD
"TK_PIWITDETS2_tkWIT3SURNAME" }
{ MERGEFIELD "TK_PIWITDETS2_tkWIT3ADDRESS" }

Dear { MERGEFIELD "TK_PIWITDETS2_tkWIT3TITLE" } { MERGEFIELD
"TK_PIWITDETS2_tkWIT3SURNAME" }

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" }

We refer to the above named case and can advise that the Court has now fixed a trial date for {
MERGEFIELD TK_PICOURTDETS_tkTRIALDATE \@ "d" \ *ordinal } { MERGEFIELD
TK_PICOURTDETS_tkTRIALDATE \@ "MMMM yyyy" }.

I would be obliged if you would kindly contact me prior to this date in order to discuss your role
at the trial.

Yours sincerely

{ MERGEFIELD CALCULATION_FEE_EARNER_DESCRIPTION }
{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME \ *UPPER }

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