

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 }

{ IF { MERGEFIELD FW\_DEBTOR\_DETS\_FW\_DEBT\_CO\_NM } = "" "{ MERGEFIELD  
FW\_DEBTOR\_DETS\_FW\_DEBT\_TITLE } { MERGEFIELD  
FW\_DEBTOR\_DETS\_FW\_DEBT\_INT } { MERGEFIELD  
FW\_DEBTOR\_DETS\_FW\_DEBT\_SURN }" "{ MERGEFIELD  
FW\_DEBTOR\_DETS\_FW\_DEBT\_CO\_NM }" }  
{ MERGEFIELD FW\_DEBTOR\_DETS\_FW\_DEBT\_TR\_ADD }

Dear { IF { MERGEFIELD FW\_DEBTOR\_DETS\_FW\_DEBT\_CO\_NM } = "" "{ MERGEFIELD  
FW\_DEBTOR\_DETS\_FW\_DEBT\_TITLE } { MERGEFIELD  
FW\_DEBTOR\_DETS\_FW\_DEBT\_SURN }" "Sirs" }

**Re: { MERGEFIELD MATTER MATTER\_DESCRIPTION }**

Our records show that your instalment payment is overdue.

Unless your arrears of { MERGEFIELD FW\_PYMT\_DETS\_FW\_INST\_AMT \#  
"£,##.00;(£,##.00)" } are paid within the next 7 days we shall take further action to pursue our  
client's claim.

We look forward to hearing from you by return.

Yours { IF { MERGEFIELD FW\_DEBTOR\_DETS\_FW\_DEBT\_CO\_NM } = "" "sincerely"  
"faithfully" }

{ MERGEFIELD CALCULATION\_FEE\_EARNER\_DESCRIPTION }  
{ MERGEFIELD PRACTICEINFO\_PRACTICE\_NAME\\*UPPER }