

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 }**

We are disappointed to note that it has become necessary for us to enter judgment against you in the sum of { MERGEFIELD fssm\_FW\_OS\_BAL\_DUE \# "£,##.00;(£,##.00)" }.

Such judgment will seriously affect your credit rating and will remain on your records for a period of 6 years.

Please therefore be advised that unless we receive payment of this sum or your positive proposals for repayment of the same, within the next 7 days, we are instructed to proceed with further action against you which will incur additional costs and interest for which you may become liable.

We trust that this will not prove necessary and await 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 }