

{INCLUDETEXT "C:\\Users\\neil\\Documents\\OspreyOfficeGateway\\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 LINKNAME_TITLE_1 } { MERGEFIELD LINKNAME_INITIALS_1 } {
MERGEFIELD LINKNAME_SURNAME_1 }
{ MERGEFIELD CALCULATION_ADDRESS }

Dear { MERGEFIELD FW_ADDINFO_FW_CLI_SALUT }

Re: { MERGEFIELD MATTER MATTER_DESCRIPTION }

I have now received { MERGEFIELD FW_OS1_FW_OS1_FORENAME }'s Questionnaire, a
copy of which is enclosed. I should be grateful if you would please read through it carefully.

I draw your attention to the following for your response:

1.

I look forward to hearing from you.

Yours sincerely

**{ MERGEFIELD CALCULATION_FEE_EARNER_DESCRIPTION }
{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*UPPER }**

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