

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 FW_FR_PROF_FW_COURT_name }
{ MERGEFIELD FW_FR_PROF_FW_COURT_address }

Dear Sirs

Re: { IF { MERGEFIELD FW_FR_CLIDET_FW_CLI_TYPE } = "Applicant" "{
MERGEFIELD LINKNAME FORENAME 1 } { MERGEFIELD
LINKNAME SURNAME 1 } v { MERGEFIELD
FW_FR_OS_FW_OS1 FORENAME } { MERGEFIELD
FW_FR_OS_FW_OS1 SURNAME }" "{ MERGEFIELD
FW_FR_OS_FW_OS1 FORENAME } { MERGEFIELD
FW_FR_OS_FW_OS1 SURNAME } v { MERGEFIELD
LINKNAME FORENAME 1 } { MERGEFIELD
LINKNAME SURNAME 1 }" }

Case No: { MERGEFIELD FW_FR_PROF_FW_CASE_NO }

Please find enclosed the following in advance of the First Appointment:

1. Chronology
2. Case Summary
3. Statement of Issues
4. Form G
5. Schedule of Assets

Yours faithfully

{ MERGEFIELD CALCULATION_FEE_EARNER_DESCRIPTION }
{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*UPPER }

