



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\_EMPCONT\_1\_FW\_EMPCONT2\_TTL } { MERGEFIELD  
FW\_EMPCONT\_1\_FW\_EMPCONT2\_IN } { MERGEFIELD  
FW\_EMPCONT\_1\_FW\_EMPCONT2\_SN }  
{ MERGEFIELD FW\_EMPCONT\_1\_FW\_EMPCONT2\_ADD }

Dear { MERGEFIELD FW\_EMPCONT\_1\_FW\_EMPCONT2\_TTL } { MERGEFIELD  
FW\_EMPCONT\_1\_FW\_EMPCONT2\_SN }

**Re: { MERGEFIELD MATTER MATTER DESCRIPTION }**

Yours sincerely

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