



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_EMP_WITDET_1_FWWIT2TITLE } { MERGEFIELD
FW_EMP_WITDET_1_FWWIT2INTS } { MERGEFIELD
FW_EMP_WITDET_1_FWWIT2SURNAME }
{ MERGEFIELD FW_EMP_WITDET_1_FWWIT2ADDRESS }

Dear { MERGEFIELD FW_EMP_WITDET_1_FWWIT2TITLE } { MERGEFIELD
FW_EMP_WITDET_1_FWWIT2SURNAME }

**Re: { MERGEFIELD LINKNAME FORENAME 1 } { MERGEFIELD
LINKNAME SURNAME 1 }**

Please find enclosed a draft copy of your witness statement. I should be grateful if you would please read through it carefully and if approved, sign and date where indicated.

If, however, you wish to make any amendments to the statement please let me know as soon as possible so I can discuss these with you.

I look forward to hearing from you.

Yours sincerely

{ MERGEFIELD CALCULATION_FEE_EARNER_DESCRIPTION }
{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*UPPER }

