

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_OS_SOL1_ORG_name }
{ MERGEFIELD FW_FR_PROF_FW_OS_SOL1_ORG_address }

Dear Sirs

**Your Client: { MERGEFIELD FW FR OS FW OS1 FORENAME } { MERGEFIELD
FW FR OS FW OS1 SURNAME }**

**Our Client: { MERGEFIELD LINKNAME FORENAME 1 } { MERGEFIELD
LINKNAME SURNAME 1 }**

Thank you for providing a list of experts. We confirm we have instructions to agree to using
XX.

We look forward to receiving a draft letter of instruction from you in due course.

Yours faithfully

{ MERGEFIELD CALCULATION_FEE_EARNER_DESCRIPTION }
{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*UPPER }