

{INCLUDETEXT "C:\\Users\\neil\\Documents\\OspreyOfficeGateway\\header.doc"}

Our Ref: { MERGEFIELD MATTER_FEE_EARNER_ID }/{ MERGEFIELD
client_no }/{ MERGEFIELD matter_no }

Your Ref: { MERGEFIELD FW_OS_SOL_FW_OS_SOL1_REF }

{ SET LETTER{ DATE \@ "d MMMM yyyy" } }{ref LETTER \@ "d MMMM yyyy" \ *
MERGEFORMAT }

{ MERGEFIELD FW_OS_SOL_FW_OS_SOL1_ORG_name }
{ MERGEFIELD FW_OS_SOL_FW_OS_SOL1_ORG_address }

Dear Sirs

Your Client: { MERGEFIELD FW_OS1_FW_OS1_FORENAME }{ MERGEFIELD
FW_OS1_FW_OS1_SURNAME }

Our Client: { MERGEFIELD LINKNAME_FORENAME_1 }{ MERGEFIELD
LINKNAME_SURNAME_1 }

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 }

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