

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 }**

Please find enclosed our draft Letter(s) of Instruction to XX expert.

We look forward to receiving your comments as soon as possible to avoid delay.

Yours faithfully

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