

{INCLUDETEXT

"C:\\Users\\neilb\\AppData\\Local\\Packages\\PraccticeLimited.OspreyApproachSupervisor  
App\_expxx2x1s6rv4\\LocalState\\OspreyDocuments\\e992e585-6574-438e-868e-  
3eb5a4825c\\header.doc"}

Our Ref: { MERGEFIELD MATTER\_FEE\_EARNER\_ID }/{ MERGEFIELD  
client\_no }/{ MERGEFIELD matter\_no }

Your Ref: { MERGEFIELD FW\_CPL\_ORGS\_FW\_OS\_SOL1\_REF }

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

{ MERGEFIELD FW\_CPL\_ORGS\_FW\_OS\_SOL1\_ORG\_name }  
{ MERGEFIELD FW\_CPL\_ORGS\_FW\_OS\_SOL1\_ORG\_address }

Dear Sirs

**Re:** { MERGEFIELD FW\_CPL\_PROPINFO\_FW\_PROP1 \f", "{ MERGEFIELD  
FW\_CPL\_PROPINFO\_FW\_PROP2 \f", "{ MERGEFIELD  
FW\_CPL\_PROPINFO\_FW\_PROP3 \f", "{ MERGEFIELD  
FW\_CPL\_PROPINFO\_FW\_PROP4 \f" "{ MERGEFIELD  
FW\_CPL\_PROPINFO\_FW\_POSTCODE }

**Your** { MERGEFIELD FW\_CPL\_OTHRSIDE\_FW\_COMP1 }

**Client:**

**Our** { MERGEFIELD LINKNAME\_SURNAME\_1 }

**Client:**

We are acting for the above named in their proposed lease of the above property from your client. Please confirm that you are similarly instructed.

We look forward to hearing from you with the draft Lease.

Yours faithfully

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

{INCLUDETEXT

"C:\\Users\\neilb\\AppData\\Local\\Packages\\PraccticeLimited.OspreyApproachSupervisorA  
pp\_expxx2x1s6rv4\\LocalState\\OspreyDocuments\\e992e585-6574-438e-868e-  
3eb5a4825c\\footer.doc"}