

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 "LINKNAME_TITLE_1" } { MERGEFIELD "LINKNAME_INITIALS_1" } {
MERGEFIELD "LINKNAME_SURNAME_1" }
{ MERGEFIELD CALCULATION_ADDRESS }

Dear { MERGEFIELD "LINKNAME_TITLE_1" } { MERGEFIELD "LINKNAME_SURNAME_1"
}

Re: Crown Court: { MERGEFIELD TK_MAGCRT_ALL_TK_CRWN_CRT_name }

I am writing to confirm the outcome of your appearance in { MERGEFIELD
TK_MAGCRT_ALL_TK_CRWN_CRT_name } on { MERGEFIELD
TK_MAGCRT_ALL_TK_CRWNCRT_DT }.

I spoke to you about the charge and the evidence in the case. I had advised you that [free
text].

You instructed me that you would plead guilty to the charge and when the case was called
into Court that is what you did. I then presented your mitigation to the Court.
The Court passed the following sentence upon you – { MERGEFIELD
TK_CRWNCRT_SEN_TK_CRNCRT_SENT }.

I enclose our Sentence Information Sheet which gives you more information I hope you find
helpful.

I would regard the sentence as a reasonable one in the circumstances and could not advise
that you have grounds to appeal. Nevertheless if you want to consider an appeal please let
me know.

I hope that all the above is clear but if you have any queries please do not hesitate to contact
me or one of my colleagues.

With best wishes

Yours sincerely



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T: 0330 060 4940

{ MERGEFIELD CALCULATION_FEE_EARNER_DESCRIPTION }
{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*UPPER }