

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 }
Next Date: { MERGEFIELD TK_MAGCRT_ALL_TK_CRWNCRT_DT } at {
MERGEFIELD TK_MAGCRT_ALL_TK_CRWNCRT_TM }**

I am writing to thank you for instructing us to represent you in relation to the charge of { MERGEFIELD MATTER_MATTER_DESCRIPTION } which you face and to confirm the outcome of your appearance in { MERGEFIELD TK_MAGCRT_INIT_TK_MAG_CRT_name } on { MERGEFIELD TK_MAGCRT_INIT_TK_MEG_CRT_DT }.

The charge you face can only be dealt with in the Crown Court and so the case was sent to { MERGEFIELD TK_MAGCRT_ALL_TK_CRWN_CRT_name } with a hearing date of { MERGEFIELD TK_MAGCRT_ALL_TK_CRWNCRT_DT } at { MERGEFIELD TK_MAGCRT_ALL_TK_CRWNCRT_TM } when you are likely to appear via video link. You were remanded in custody because { MERGEFIELD TK_BAIL_STATUS_TK_REFUS_BAIL }. If you would like us to make a further bail application to a Judge at the Crown Court please let us know.

At the next hearing the Court will expect you to indicate what your plea is likely to be. You have already instructed us that [free text] OR We will make an appointment as soon as we can to discuss this with you.

I have now passed your file to our Crown Court team. They will instruct an Advocate to represent you and you will be met by the Advocate before you appear in Court. I have made an application for legal aid on your behalf. If I need you to produce any documents to support that I will write to you separately.

I am enclosing copy of our Terms of Business. This contains information which I am obliged to send to you.

I hope that all the above is clear but if you have any queries please do not hesitate to contact one of my colleagues in the Crown Court team at the office.

With best wishes

Yours Sincerely

{ MERGEFIELD CALCULATION_FEE_EARNER_DESCRIPTION }
{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*UPPER }