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87aa800ba600\\header.doc"

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

Your Ref: { MERGEFIELD RC\_ORGANISATION\_FW\_OS\_SOL\_REF }

{ QUOTE { DATE \@ "d MMMM yyyy" } }

{ MERGEFIELD RC\_ORGANISATION\_FW\_OS\_SOL\_name }  
{ MERGEFIELD RC\_ORGANISATION\_FW\_OS\_SOL\_address }

Dear Sirs

**Re:** { MERGEFIELD fssm\_RC\_Property }

**Seller:** { MERGEFIELD fssm\_RC\_VEND1NAME }{ MERGEFIELD fssm\_RC\_VEND2NAME  
{ MERGEFIELD fssm\_RC\_VEND3NAME }{ MERGEFIELD fssm\_RC\_VEND4NAME  
}

**Buyer:** { MERGEFIELD fssm\_RC\_PURCH1NAME }{ MERGEFIELD  
fssm\_RC\_PURCH2NAME }{ MERGEFIELD fssm\_RC\_PURCH3NAME }{  
MERGEFIELD fssm\_RC\_PURCH4NAME }

We confirm our telephone conversation when we agreed to an exchange of contracts on {  
MERGEFIELD RC\_DATES\_FW\_EXCHANGE \@ "d MMMM yyyy"} at { MERGEFIELD  
RC\_DATES\_FW\_EXCHGTIME } pursuant to The Law Society's Formula { MERGEFIELD  
RC\_DATES\_FW\_FORMULA } with completion fixed for { MERGEFIELD  
RC\_DATES\_I\_COMPLTIONDATE \@ "d MMMM yyyy"} and enclose our clients' part signed  
contract.

We look forward to receiving your client's part signed contract.

Yours faithfully

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

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