

Our Ref: { MERGEFIELD MATTER_FEE_EARNER_ID }/{ MERGEFIELD client_no }/{
MERGEFIELD matter_no }

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

{ MERGEFIELD FW_CN_COURT_FW_CN_COURT_name }
{ MERGEFIELD FW_CN_COURT_FW_CN_COURT_address }

Dear Sirs

Re: { MERGEFIELD LINKNAME_FORENAME_1 } { MERGEFIELD
LINKNAME_SURNAME_1 } v { IF { MERGEFIELD
FW_CN_DEF1_FW_CN_D1_TRUST_name } <> "" "{ MERGEFIELD
FW_CN_DEF1_FW_CN_D1_TRUST_name }" "{ MERGEFIELD
"FW_CN_DEF1_FW_CN_D1_FNAME" } { MERGEFIELD
"FW_CN_DEF1_FW_CN_D1_SNAME" }" }
Court: { MERGEFIELD FW_CN_COURT_FW_CN_COURT_name }

We are instructed by the above named Claimant and now enclose, for your kind attention,
the following:

1. Claim Form for filing together with two copies for sealing and return (one for service
and one for our file);
2. Particulars of Claim for filing together with copy for service;
3. Medical evidence for filing together with copy for service;

Schedule of Expenses and Losses for filing together with copy for service;{ IF {
MERGEFIELD FW_CN_CLI_INFO_FW_CN_TYPE_FUN } = "CFA" "

Notice of Funding together with copy for service;" "" }{ IF { MERGEFIELD
FW_CN_CLI_INFO_FW_CN_TYPE_FUN } = "BTE Insurance" "

Notice of Funding together with copy for service;" "" }{ IF { MERGEFIELD
FW_CN_CLI_INFO_FW_CN_CLI_LIT } = "Yes" "

Certificate of suitability of litigation friend;" "" }{ IF { MERGEFIELD
FW_CN_CLI_INFO_FW_CN_CLI_LIT } = "Yes" "

Cheque for the court fee of £*" "

Cheque for the court fee of £*" }

**[We should like to effect service of the claim form upon the Defendant ourselves and,
accordingly, shall be grateful if you would return to us, after issue, the claim form
duly sealed together with all copy papers intended for service and a response pack.]**

Our present valuation of the claim is that damages will exceed £* but will not exceed £* . However, the enclosed cheque is tendered on the basis that we reserve the right, on payment of a further fee if so requested, to amend the value of the claim to whatever level may be appropriate.

No issue arises immediately under the Human Rights Act 1998 and we have completed the claim form accordingly. Of course, our client reserves the right to rely on the Act if necessary at a later stage.

We also look forward to receiving the sealed copy claim form for our file.

Yours Faithfully

{ MERGEFIELD CALCULATION_FEE_EARNER_DESCRIPTION }
{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*UPPER }