

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

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

{ MERGEFIELD FW\_CN\_D\_SOL\_INS\_FW\_CN\_D1\_SOL\_CT\_title } { MERGEFIELD  
FW\_CN\_D\_SOL\_INS\_FW\_CN\_D1\_SOL\_CT\_initials } { MERGEFIELD  
FW\_CN\_D\_SOL\_INS\_FW\_CN\_D1\_SOL\_CT\_surname }  
{ MERGEFIELD FW\_CN\_D\_SOL\_INS\_FW\_CN\_D1\_SOL\_OR\_name }  
{ MERGEFIELD FW\_CN\_D\_SOL\_INS\_FW\_CN\_D1\_SOL\_OR\_address }

Dear Sirs

**Your Client:** { IF { MERGEFIELD FW\_CN\_DEF1\_FW\_CN\_D1\_TRUST\_name } = "" "{  
MERGEFIELD FW\_CN\_DEF1\_FW\_CN\_D1\_TITLE } { MERGEFIELD  
FW\_CN\_DEF1\_FW\_CN\_D1\_FNAME } { MERGEFIELD  
FW\_CN\_DEF1\_FW\_CN\_D1\_SNAME }" "{ MERGEFIELD  
FW\_CN\_DEF1\_FW\_CN\_D1\_TRUST\_name }" }

**Our Client:** { MERGEFIELD LINKNAME\_TITLE\_1 } { MERGEFIELD  
LINKNAME\_FORENAME\_1 } { MERGEFIELD  
CLI1\_ADD\_INFO\_FW\_CLI1\_MNAME } { MERGEFIELD  
LINKNAME\_SURNAME\_1 }

Please find enclosed copy of my client's direction questionnaire filed with the courts today.

{ IF { MERGEFIELD FW\_CN\_DEF1\_FW\_CN\_D1\_TRUST\_name } = "" "Yours Sincerely"  
"Yours Faithfully" }

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