{INCLUDETEXT "C:\\Users\\rebecca\\AppData\\Local\\Packages\\PraccticeLimited.OspreyApproachSupervisorApp_expxx2x1s6rv4\\LocalState\\OspreyDocuments\\f73bcb6b-6292-45e1-aa63-93ea9ce50a2f\\header.doc"}

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

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

{ MERGEFIELD "FW_PRO_PROFBODS_FWLCLCOUNCIL_name" }
{ MERGEFIELD "FW_PRO_PROFBODS_FWLCLCOUNCIL_address" }

Dear Sirs

Deceased:	**{ MERGEFIELD FW_PRODCDDETS_1_DECEASED_FULLNM }**
Council Tax Reference:	**{ MERGEFIELD "FW_PRO_PROFBODS_FWLCLCOUNCILREF" }**
Address:	**{ MERGEFIELD FW_PRODCDDETS_1_FWDCD_PRV_ADD1 \f ", "}{ MERGEFIELD "FW_PRODCDDETS_1_FWDCD_PRV_ADD2" \f ", "}{ MERGEFIELD "FW_PRODCDDETS_1_FWDCD_PRV_ADD3" \f ", "}{ MERGEFIELD "FW_PRODCDDETS_1_FWDCD_PRV_ADDPC" }**
Date of Death:	**{ MERGEFIELD "FW_PRODCDDETS_1_FWDCD_DT_DTH" }**

We act in the estate of the above named deceased and we enclose a certified copy Death Certificate for noting in your records and return.

We should be grateful if you would let us know of any outstanding council tax owing to yourselves or confirm if any refund is due to the estate.

[We confirm that the house is currently unoccupied and we are in the process of selling it.]

We should also be grateful if you would kindly note your records accordingly and send any future correspondence to this office.

We look forward to hearing from you shortly.

Yours faithfully

{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*UPPER }

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