

{INCLUDETEXT "C:\\Users\\neilb\\OneDrive - PRACCTICE LTD\\Documents\\OspreyOfficeGateway\\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\_CRED\_FNL\_FWCRED\_3\_NM }  
{ MERGEFIELD FW\_PRO\_CRED\_FNL\_FWCRED\_3\_ADDR }

Dear Sirs

**Deceased:** { MERGEFIELD FW\_PRODCDETS 1 DECEASED FULLNM }  
**Account** { MERGEFIELD FW\_PRO\_CRED\_FNL\_FWCRED3 AC NO }  
**Number:**  
**Address:** { MERGEFIELD FW\_PRODCDETS 1 FWDCD PRV ADD1 \F ", "{  
MERGEFIELD FW\_PRODCDETS 1 FWDCD PRV ADD2 \F ", "{  
MERGEFIELD FW\_PRODCDETS 1 FWDCD PRV ADD3 \F ", "{  
MERGEFIELD FW\_PRODCDETS 1 FWDCD PRV ADDPC }  
**Date of** { MERGEFIELD FW\_PRODCDETS 1 FWDCD DT DTH \@ "d"\*Ordinal  
**Death:** }\_{ MERGEFIELD FW\_PRODCDETS 1 FWDCD DT DTH \@ "MMMM  
yyyy" }

We are instructed by the personal representatives of the above named deceased to apply for a grant of representation and deal with the administration of the estate. We enclose a certified copy death certificate for noting in your records.

We note that the deceased held the above numbered account with you. Please let us have an up to date account showing the amount owing as at the date of death. We confirm that it will be dealt with in due course when the deceased's assets are available for payment of liabilities.

Please could you amend your records and send any future correspondence to us at the above address.

Yours faithfully

{ MERGEFIELD PRACTICEINFO\_PRACTICE\_NAME \\*UPPER }

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