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

Your Ref:{ MERGEFIELD FW_PROEXEC1_CTD_FWEXEC1_CONTREF }

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

{ IF { MERGEFIELD "FW_PROEXEC1_FWEXEC_1_CO" } = "" "{ MERGEFIELD FW_PROEXEC1_FWEXEC_1_TITLE } { MERGEFIELD FW_PROEXEC1_FWEXEC_1_FORE } { MERGEFIELD FW_PROEXEC1_FWEXEC_1_SURN }" "{ MERGEFIELD "FW_PROEXEC1_FWEXEC_1_CO" }
{ MERGEFIELD FW_PROEXEC1_FWEXEC_1_TITLE } { MERGEFIELD FW_PROEXEC1_FWEXEC_1_FORE } { MERGEFIELD FW_PROEXEC1_FWEXEC_1_SURN }"}
{ MERGEFIELD "FW_PROEXEC1_FWEXEC_1_ADDR" }

Dear { MERGEFIELD "FW_PROEXEC1_FWEXEC_1_TITLE" } { MERGEFIELD "FW_PROEXEC1_FWEXEC_1_SURN" }

Estate of { MERGEFIELD FW_PRODCDDETS_1_DECEASED_FULLNM }

I am pleased to enclose draft Estate Accounts for your approval, together with a copy of the accounts for you to retain for your records.

The accounts are set out as follows:

1.

I also enclose a final invoice for this firm's costs, which you will see is included in the accounts as an expense.

Please let me know if you have any queries concerning the Estate Accounts. If approved, I should be grateful if you could sign and return the accounts. I will then be in a position to finalise the administration of the Estate.

I look forward to hearing from you.

Yours sincerely

{ MERGEFIELD CALCULATION_FEE_EARNER_DESCRIPTION }
{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*UPPER }