{INCLUDETEXT
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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_FWINLAND_REV_name" **}**
{ MERGEFIELD "FW_PRO_PROFBODS_FWINLAND_REV_address" **}**

Dear Sirs

Deceased:	**{ MERGEFIELD FW_PRODCDDETS_1_DECEASED_FULLNM }**
National Insurance Number:	**{ MERGEFIELD FW_PRODCDDETS_1_FW_NINUMBER }**
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 \@"d"*Ordinal } { MERGEFIELD FW_PRODCDDETS_1_FWDCD_DT_DTH \@"MMMM yyyy" }**

We are instructed by the personal representative of the above named deceased to obtain a grant of probate and to deal with the administration of the estate.

Please let us know the date to which the deceased's tax affairs have been settled and let us have any necessary returns for completion up to the date of death. If you do require completion of returns we should be grateful if you could let us have a copy of the last return completed by the deceased to facilitate completion of the returns to the date of death.

We confirm we will supply you with details in respect of any untaxed income received during the administration period.

We await hearing from you in due course.

Yours faithfully

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{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*UPPER }

{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*UPPER }