

{INCLUDETEXT "C:\\Users\\NeilB\\OneDrive - PRACCTICE
LTD\\Documents\\OspreyOfficeGateway\\header.doc"}

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

Your Ref: { MERGEFIELD TK_PIDEF3DETAIL_tkDEF3INSREF }

{ SET LETTER{ DATE \@ "d MMMM yyyy" } }{ref LETTER \@ "d MMMM yyyy" \}*
MERGEFORMAT }

{ MERGEFIELD TK_PIDEF3DETAIL_tkDEF3INSURER_name }
{ MERGEFIELD TK_PIDEF3DETAIL_tkDEF3INSURER_address }

Dear Sirs

Our Client: { MERGEFIELD LINKNAME_TITLE_1 } { MERGEFIELD
LINKNAME_INITIALS_1 } { MERGEFIELD
LINKNAME_SURNAME_1 }
Your Insured: { IF { MERGEFIELD
TK_PIDEF3DETAIL_tkDEF3CONAME } = "" "" {
MERGEFIELD TK_PIDEF3DETAIL_tkDEF3FORENAME }
{ MERGEFIELD TK_PIDEF3DETAIL_tkDEF3SURNAME
}"" { MERGEFIELD
TK_PIDEF3DETAIL_tkDEF3CONAME }""}
Your Policy No: { MERGEFIELD TK_PIDEF3DETAIL_tkDEF3INSPOLNO
}
Accident Date: { MERGEFIELD
TK_ACCDETS_tkACCDATE\@"d"*Ordinal } {
MERGEFIELD TK_ACCDETS_tkACCDATE\@"MMMM
yyyy" }

Yours faithfully

{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*UPPER }

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