

{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\_PICOURTDETS\_tkCOUNSELREF }

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

Clerk to { MERGEFIELD TK\_PICOURTDETS\_tkCOUNSEL\_title } { MERGEFIELD  
TK\_PICOURTDETS\_tkCOUNSEL\_forename } { MERGEFIELD  
TK\_PICOURTDETS\_tkCOUNSEL\_surname }  
{ MERGEFIELD TK\_PICOURTDETS\_tkCOUNSEL\_compname }  
{ MERGEFIELD TK\_PICOURTDETS\_tkCOUNSEL\_compaddress }

**Dear Sir**

**Re** : { MERGEFIELD "LINKNAME\_FORENAME\_1" } { MERGEFIELD  
LINKNAME\_SURNAME\_1 } -v- { IF { MERGEFIELD  
TK\_PIDEF1DETAIL\_tkDEF1CONAME } = "" "{ MERGEFIELD  
TK\_PIDEF1DETAIL\_tkDEF1FORENAME } { MERGEFIELD  
TK\_PIDEF1DETAIL\_tkDEF1SURNAME }" "{ MERGEFIELD  
TK\_PIDEF1DETAIL\_tkDEF1CONAME }" }

**Claim No** : { MERGEFIELD TK\_PICOURTDETS\_tkCLAIMNO }

**Trial Date** : { MERGEFIELD TK\_PICOURTDETS\_tkTRIALDATE  
\@"d"\*ordinal } { MERGEFIELD  
TK\_PICOURTDETS\_tkTRIALDATE \@ "MMMM yyyy" }

Please find enclosed herewith the trial bundle in relation to the above named case.

Should you require any further information please do not hesitate to contact us.

Yours faithfully

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

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