

{INCLUDETEXT "C:\\Users\\NeilB\\OneDrive - PRACCTICE
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Our Ref: { MERGEFIELD MATTER_FEE_EARNER_ID }/{ MERGEFIELD
client_no }/{ MERGEFIELD matter_no }

Your Ref: { MERGEFIELD TK_PIPROFBODIES_tkPOLICEREF }

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

{ MERGEFIELD TK_PIPROFBODIES_tkPOLICE_name }
{ MERGEFIELD TK_PIPROFBODIES_tkPOLICE_address }

Dear Sirs

Our Client: { MERGEFIELD "LINKNAME_FORENAME_1" } {
MERGEFIELD LINKNAME_SURNAME_1 }
Accident Date: { MERGEFIELD TK_ACCDETS_tkACCDATE }
Location: { MERGEFIELD TK_ACCDETS_tkACCLCATION }
Our Client's Vehicle: { MERGEFIELD TK_PIVEHDETS_tkCLIVEHMAKEMOD
}
Defendant's Vehicle: { MERGEFIELD TK_PIVEHDETS_TK_DEF1MAKEMOD
}
Third Party's Vehicle: { MERGEFIELD
TK_PIVEHDETS_tkTP1VEHMAKEMOD }

We have been instructed on behalf of our above named client in relation to the above accident which we understand you investigated. We should be grateful if you would confirm the name and address of the driver(s) and/or owner(s) of the other vehicle(s) involved together with details of Insurance Company/ies with Policy and Certificate numbers, if known

Please kindly let us know whether arising out of the above any proceedings have been taken or are contemplated and if so against whom and when the case was heard and with what result or when the case is set down for hearing.

Please also confirm whether a full Police Accident Report is available and the fee for obtaining a copy of the same.

Yours faithfully

{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*UPPER }

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