{INCLUDETEXT
"C:\\Users\\rebecca\\AppData\\Local\\Packages\\PraccticeLimited.OspreyApproachSupervisor
App_expxx2x1s6rv4\\LocalState\\OspreyDocuments\\f3ccc62a-034d-4834-868e-
14ef2c01a6f9\\header.doc"}

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

 Your Ref:

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

{ MERGEFIELD TK_PIINJMEDDETS_tkMEDEXPERT1_title **} {** MERGEFIELD
TK_PIINJMEDDETS_tkMEDEXPERT1_initials **} {** MERGEFIELD
TK_PIINJMEDDETS_tkMEDEXPERT1_surname **}**
{ MERGEFIELD TK_PIINJMEDDETS_tkMEDEXPERT1_address **}**

Dear **{** MERGEFIELD TK_PIINJMEDDETS_tkMEDEXPERT1_title **} {** MERGEFIELD
TK_PIINJMEDDETS_tkMEDEXPERT1_surname **}**

Our Client:	**{ MERGEFIELD "LINKNAME_FORENAME_1" } {**
	MERGEFIELD LINKNAME_SURNAME_1 }
Address:	**{ MERGEFIELD "CALCULATION_ADDRESS" }**
Date of Accident:	**{ MERGEFIELD**
	TK_ACCDETS_tkACCDATE\@"d"*Ordinal } {
	MERGEFIELD TK_ACCDETS_tkACCDATE\@"MMMM
	yyyy" }
Date of Birth:	**{ MERGEFIELD TK_PICLIENTINFO_tkCL_DOB }**

You will no doubt recall having prepared a Medical Report dated **{** ASK repdate "Enter the date
of the report."**}{** REF repdate\@"d"*Ordinal * MERGEFORMAT **} {** REF repdate \@"MMMM
yyyy" **}** on the injuries sustained by our above-named client.

We have now reached the stage where the case is finally ready to be set down for Trial. At this
stage the Defendants' Solicitors have not formally agreed your Report. It may be that they will
do so, but we must assume that they will not at this stage.

Would you please provide us with the following:

1. A list of all of the dates that must be avoided if you are to attend Court to give oral
   evidence;

2. Your charges for attending Court, taking into account that the Trial will take place at **{**
   MERGEFIELD TK_PICOURTDETS_tkCIVILCRT_name **}**;

{INCLUDETEXT
"C:\\Users\\rebecca\\AppData\\Local\\Packages\\PraccticeLimited.OspreyApproachSupervisor
App_expxx2x1s6rv4\\LocalState\\OspreyDocuments\\f3ccc62a-034d-4834-868e-
14ef2c01a6f9\\footer.doc"}

3. Your cancellation charges for late notification that you are no longer required to attend Court.

We are obliged to supply the Court with these details by **{** ASK courtdetdate "Enter the date by which dates to Court must be supplied."**}{** REF   courtdetdate\@"d"*Ordinal **}** **{** REF courtdetdate\@"MMMM yyyy" **}**, and we would therefore be grateful to receive your reply as soon as possible.

Yours sincerely

{ MERGEFIELD "CALCULATION_FEE_EARNER_DESCRIPTION" }
{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*UPPER }