



PRACCTICE
SOLICITORS

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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 }

{ IF {MERGEFIELD LINKNAME_SURNAME_1 } = "{ MERGEFIELD LINKNAME_SURNAME_2
}" "{ MERGEFIELD LINKNAME_TITLE_1 } & { MERGEFIELD LINKNAME_TITLE_2 } {
MERGEFIELD LINKNAME_INITIALS_1 } { MERGEFIELD LINKNAME_SURNAME_1}" "{ IF {
MERGEFIELD LINKNAME_SURNAME_2 } = "" "{ MERGEFIELD LINKNAME_TITLE_1 } {
MERGEFIELD LINKNAME_INITIALS_1 } { MERGEFIELD LINKNAME_SURNAME_1}" "{
MERGEFIELD LINKNAME_TITLE_1 } { MERGEFIELD LINKNAME_INITIALS_1 } {
MERGEFIELD LINKNAME_SURNAME_1 } & { MERGEFIELD LINKNAME_TITLE_2 } {
MERGEFIELD LINKNAME_INITIALS_2 } { MERGEFIELD LINKNAME_SURNAME_2}" " } }
{ MERGEFIELD CALCULATION_ADDRESS }

Dear { MERGEFIELD FW_RS_CLIENTDET_FW_CLI_SALUT }

Re: { MERGEFIELD FW_RS_PROPERTY_FW_PROP1 \f", " } { MERGEFIELD
FW_RS_PROPERTY_FW_PROP2 \f", " } { MERGEFIELD
FW_RS_PROPERTY_FW_PROP3 \f", " } { MERGEFIELD
FW_RS_PROPERTY_FW_PROP4 \f" " } { MERGEFIELD
FW_RS_PROPERTY_FW_POSTCODE }

Seller: { MERGEFIELD LINKNAME_FORENAME_1 } { MERGEFIELD
LINKNAME_SURNAME_1 } { IF { MERGEFIELD LINKNAME_SURNAME_2 } <> "" "
and { MERGEFIELD LINKNAME_FORENAME_2 } { MERGEFIELD
LINKNAME_SURNAME_2 }" "" }

Buyer: { MERGEFIELD FW_RS_PARTIES_FW_OP1_NAME } { IF { MERGEFIELD
FW_RS_PARTIES_FW_OP2_NAME } <> "" " and { MERGEFIELD
FW_RS_PARTIES_FW_OP2_NAME }" "" }

I have now received a reply from the managing agent regarding the cost of the management pack, which is { ASK MACost "What is the cost of the managing agent pack?" \d "£0.00" } { REF MACost }.

I should be grateful if you would please let me have this sum on account so I may pay the Managing Agent as soon as possible to avoid any delays in receiving the management pack, which can take some time to be prepared.

If you have any queries, please do not hesitate to contact me.

Yours sincerely

{ MERGEFIELD CALCULATION_FEE_EARNER_DESCRIPTION }
{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*UPPER }