

Our Ref: «MATTER_FEE_EARNER_ID»/«client_no»/«matter_no»

Your Ref: «DIV_PROF_RESP_DIV_CASE_NO_RES»

20 March 2020

«DIV_PROF_RESP_DIV_COURT_RESP_name»

«DIV_PROF_RESP_DIV_COURT_RESP_dxno»

Dear Sirs,

**«PET CORESP PET FORNAME» «PET CORESP PET SURNAME» v
«LINKNAME FORENAME 1» «LINKNAME SURNAME 1»**

Case No. «DIV_PROF_RESP_DIV_CASE_NO_RES»

We act on behalf of the above named Respondent and enclose our Notice of Acting to be placed on the Court record.

We further enclose the Acknowledgement of Service for filing with the Court.

Yours faithfully,

«CALCULATION_FEE_EARNER_DESCRIPTION»

«PRACTICEINFO_PRACTICE_NAME»

Enc.