

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 LINKNAME_TITLE_1 } { MERGEFIELD LINKNAME_INITIALS_1 } {
MERGEFIELD LINKNAME_SURNAME_1 }
{ MERGEFIELD CALCULATION_ADDRESS }

Dear { MERGEFIELD LINKNAME_TITLE_1 } { MERGEFIELD LINKNAME_SURNAME_1 }

**Re: Settlement Agreement with { MERGEFIELD
FW EMPLOYER FW EMPR CO NM }**

I refer to our recent meeting when we went through the Settlement Agreement. **I understand you requested voluntary redundancy, and on that basis I believe the settlement that you have received is fair and in accordance with or excess of your normal statutory entitlement.**

You confirmed your understanding of the Agreement and that the compensation payment being paid to you was in full and final settlement of all claims you might otherwise have been able to argue against your employers relating to the termination of your employment.

I confirm that I have sent two original signed copies of the Agreement to your employers and I will forward one original version of the Agreement for your records once received. I have also sent your employers my invoice and once that is settled this matter will be at an end.

Once my invoice is settled I will take steps to close your file of papers. Please note that your file will be kept in our archives for a period of 6 years should you need to refer to them in the future. [In the meantime I return the papers you kindly supplied to me.]

I wish you all the best with your job search and if I or anyone in the firm can be of any further assistance to you in the future please do not hesitate to contact us.

Yours sincerely

{ MERGEFIELD CALCULATION_FEE_EARNER_DESCRIPTION }
{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*UPPER }