

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\_SURNAME\_1 }  
{ MERGEFIELD CALCULATION\_ADDRESS }

Dear { MERGEFIELD FW\_CPL\_PROPINFO\_FW\_CLI\_SALUT }

**Re: { MERGEFIELD FW\_CPL\_PROPINFO\_FW\_PROP1 \f", " }{ MERGEFIELD  
FW\_CPL\_PROPINFO\_FW\_PROP2 \f", " }{ MERGEFIELD  
FW\_CPL\_PROPINFO\_FW\_PROP3 \f", " }{ MERGEFIELD  
FW\_CPL\_PROPINFO\_FW\_PROP4 \f" " }{ MERGEFIELD  
FW\_CPL\_PROPINFO\_FW\_POSTCODE }**

I am pleased to confirm that completion of the Lease took place on { MERGEFIELD  
FW\_CPL\_PROPINFO\_FW\_COMPLEASE \@ "d MMMM yyyy" }. { IF { MERGEFIELD  
FW\_CPL\_PROPINFO\_FW\_LEASEREG } = "Yes" "

I will now proceed to register the Lease with the Land Registry, and will provide you with  
copies of the Title Documents as soon as it has been registered. Please note that it can  
take several weeks for the Land Registry to process registrations.

" "

" }May I take this opportunity to thank you for your kind instructions in this matter. If I, or my  
Firm, may be of any further assistance to you in the future please do not hesitate to contact  
me.

Yours sincerely

**{ MERGEFIELD CALCULATION\_FEE\_EARNER\_DESCRIPTION }  
{ MERGEFIELD PRACTICEINFO\_PRACTICE\_NAME\\*UPPER }**