

Our Ref: { MERGEFIELD MATTER\_FEE\_EARNER\_ID }/{ MERGEFIELD  
client\_no }/{ MERGEFIELD matter\_no }

Your Ref: { MERGEFIELD FW\_CP\_ORGS\_FW\_MTG1AC }

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

{ MERGEFIELD FW\_CP\_ORGS\_FW\_MTGLEND1\_name }  
{ MERGEFIELD FW\_CP\_ORGS\_FW\_MTGLEND1\_address }

Dear Sirs

**Re:** { MERGEFIELD FW\_CP\_PROPINFO FW PROP1 \f", "{ MERGEFIELD  
FW\_CP\_PROPINFO FW PROP2 \f", "{ MERGEFIELD  
FW\_CP\_PROPINFO FW PROP3 \f", "{ MERGEFIELD  
FW\_CP\_PROPINFO FW PROP4 \f" "{ MERGEFIELD  
FW\_CP\_PROPINFO FW POSTCODE }  
**Account** { MERGEFIELD FW\_CP\_ORGS\_FW\_MTG1AC }  
**No:**  
**Our** { MERGEFIELD LINKNAME SURNAME 1 }  
**Client:**

We have now exchanged contracts and should be grateful if you would please provide us with a redemption statement to { MERGEFIELD FW\_CP\_PROPINFO\_FW\_COMPLETION \@ "d MMMM yyyy"}.

We look forward to hearing from you as soon as possible.

Yours faithfully

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

