

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 FW_FR_PROF_FW_OS_SOL1_ORG_name }
{ MERGEFIELD FW_FR_PROF_FW_OS_SOL1_ORG_address }

Dear Sirs

Your Client: { MERGEFIELD FW_FR_OS_FW_OS1 FORENAME }{ MERGEFIELD
FW_FR_OS_FW_OS1 SURNAME }

Our Client: { MERGEFIELD LINKNAME FORENAME 1 }{ MERGEFIELD
LINKNAME SURNAME 1 }

Please find enclosed our client's Form E. We should be grateful if you would kindly confirm
safe receipt.

We look forward to receiving your client's Form E in due course.

Yours faithfully

{ MERGEFIELD CALCULATION_FEE_EARNER_DESCRIPTION }
{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*UPPER }