

Our Ref: { MERGEFIELD MATTER_FEE_EARNER_ID }/{ MERGEFIELD
client_no }/{ MERGEFIELD matter_no }

Your Ref: { MERGEFIELD FW_CP_ORGS_FW_OS_SOL1_REF }

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

{ MERGEFIELD FW_CP_ORGS_FW_OS_SOL1_ORG_name }
{ MERGEFIELD FW_CP_ORGS_FW_OS_SOL1_ORG_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 }
Your { IF { MERGEFIELD FW_CP_OTHERSIDE FW COMP1 } <> "" "{
Client: MERGEFIELD FW_CP_OTHERSIDE FW COMP1 }" "{
MERGEFIELD FW_CP_OTHERSIDE FW OS1 FORENAME } {
MERGEFIELD FW_CP_OTHERSIDE FW OS1 SURNAME }" } IF {
MERGEFIELD FW_CP_OTHERSIDE FW OS2 FORENAME } <> ""
"& { MERGEFIELD FW_CP_OTHERSIDE FW OS2 FORENAME } {
MERGEFIELD FW_CP_OTHERSIDE FW OS2 SURNAME }" "" }
Our Client: { MERGEFIELD LINKNAME SURNAME 1 }

We write following completion which took place on { MERGEFIELD
FW_CP_PROPINFO_FW_COMPLETION \@ "d MMMM yyyy"}. We should be grateful if
you would please send us the following documents:

1. Title Information Document
2. Transfer Deed executed by your clients and dated with today's date;
3. Any other deeds, documents or searches relating to this property.

May we take this opportunity to thank you for your kind assistance throughout this
transaction.

Yours faithfully

{ MERGEFIELD CALCULATION_FEE_EARNER_DESCRIPTION }
{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*UPPER }

