{INCLUDETEXT
"C:\\Users\\neilb\\AppData\\Local\\Packages\\PraccticeLimited.OspreyApproachSupervisor
App_expxx2x1s6rv4\\LocalState\\OspreyDocuments\\bcc4b761-30dd-4431-a268-
e292a46fd8d0\\header.doc"**}**
Our Ref: **{** MERGEFIELD MATTER_FEE_EARNER_ID **}/{** MERGEFIELD
client_no **}/{** MERGEFIELD matter_no **}**

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

{ IF **{** MERGEFIELD FW_WIL_CAPACITY_FW_WIL_SING **}** = "Single" "**{** MERGEFIELD
LINKNAME_TITLE_1 **}** **{** MERGEFIELD LINKNAME_INITIALS_1 **}** **{** MERGEFIELD
LINKNAME_SURNAME_1 **},**
{ MERGEFIELD CALCULATION_ADDRESS **}**
" "**{** MERGEFIELD LINKNAME_TITLE_1 **}** **{** MERGEFIELD LINKNAME_INITIALS_1 **}** **{**
MERGEFIELD LINKNAME_SURNAME_1 **}** & **{** MERGEFIELD LINKNAME_TITLE_2 **}** **{**
MERGEFIELD LINKNAME_INITIALS_2 **}** **{** MERGEFIELD LINKNAME_SURNAME_2 **},**
{ MERGEFIELD CALCULATION_ADDRESS **}**" **}**

Dear **{** IF **{** MERGEFIELD FW_WIL_CAPACITY_FW_WIL_SING **}** = "Single" "**{**
MERGEFIELD LINKNAME_TITLE_1 **}** **{** MERGEFIELD LINKNAME_SURNAME_1 **},**" "**{**
MERGEFIELD LINKNAME_TITLE_1 **}** **{** MERGEFIELD LINKNAME_SURNAME_1 **}** & **{**
MERGEFIELD LINKNAME_TITLE_2 **}** **{** MERGEFIELD LINKNAME_SURNAME_2 **},**" **}**

Re: **{** IF **{** MERGEFIELD FW_WIL_CAPACITY_FW_WIL_SING **}** = "Single" "Your
Will" "Your Wills" **}**

I will shortly be providing you with an online questionnaire to complete, prior to attending our office for our initial meeting.

The purpose of the questionnaire is to gather all relevant information that will be necessary to consider when making a Will. It will also provide me with the opportunity of considering your situation prior to your attendance so I may give you the best possible advice relevant to your circumstances when we meet.

The questionnaire is very detailed, so I have attached a tick list of items which you will need to have to hand/have considered before you complete the questionnaire. The questionnaire must be completed in one sitting as progress cannot be saved as you go along, so I would advise that you set aside an hour to go through the questionnaire.

Please answer the questions to the best of your knowledge. If there are any questions which you are unsure of, you can leave these blank and we can discuss them further during our meeting.

If you have any issues, please do not hesitate to contact me.

Yours sincerely,

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App_expxx2x1s6rv4\\LocalState\\OspreyDocuments\\bcc4b761-30dd-4431-a268-
e292a46fd8d0\\footer.doc"**}**

{ MERGEFIELD "CALCULATION_FEE_EARNER_DESCRIPTION" }
{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*Upper }