

{INCLUDETEXT

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App\_expxx2x1s6rv4\\LocalState\\OspreyDocuments\\b3325190-d2af-43ae-8f5f-  
cb56dbc7e921\\header.doc"}

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

Your Ref:            { MERGEFIELD TK\_PIDEF1DETAIL\_tkDEF1SOLREF }

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

{ MERGEFIELD TK\_PIDEF1DETAIL\_tkDEF1SOL\_name }  
{ MERGEFIELD TK\_PIDEF1DETAIL\_tkDEF1SOL\_address }

Dear Sirs

**Our Client:**    { MERGEFIELD "LINKNAME\_FORENAME\_1" } { MERGEFIELD  
"LINKNAME\_SURNAME\_1" }

**Your Client:**    { IF { MERGEFIELD TK\_PIDEF1DETAIL\_tkDEF1CONAME } = "" "{  
MERGEFIELD TK\_PIDEF1DETAIL\_tkDEF1FORENAME } {  
MERGEFIELD TK\_PIDEF1DETAIL\_tkDEF1SURNAME }" "{  
MERGEFIELD TK\_PIDEF1DETAIL\_tkDEF1CONAME }"  
}

**Accident**        { MERGEFIELD TK\_ACCDETS\_tkACCDATE\@"d"\\*Ordinal } {  
**Date:**            MERGEFIELD TK\_ACCDETS\_tkACCDATE\@"MMMM yyyy" }

We give notice that we have today sent the Claim Form and supporting papers to {  
MERGEFIELD "TK\_PICOURTDETS\_tkCIVILCRT\_name" } for proceedings to be issued. Kindly  
confirm that you are instructed to accept service. If you are not so instructed, please confirm  
your client's address for service.

We look forward to hearing from you.

Yours faithfully

{ MERGEFIELD PRACTICEINFO\_PRACTICE\_NAME\\*UPPER }

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