

{INCLUDETEXT

"C:\\Users\\rebecca\\AppData\\Local\\Packages\\PraccticeLimited.OspreyApproachSupervisor
App_expxx2x1s6rv4\\LocalState\\OspreyDocuments\\82bd0ae0-b8b9-4728-856e-
a3acbcf6a864\\header.doc"}

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 "TK_PIIJMEDDETS_tkMEDEXPERT3_title" } { MERGEFIELD
"TK_PIIJMEDDETS_tkMEDEXPERT3_initials" } { MERGEFIELD
"TK_PIIJMEDDETS_tkMEDEXPERT3_surname" }
{ MERGEFIELD "TK_PIIJMEDDETS_tkMEDEXPERT3_address" }

Dear { MERGEFIELD "TK_PIIJMEDDETS_tkMEDEXPERT3_title" } { MERGEFIELD
"TK_PIIJMEDDETS_tkMEDEXPERT3_surname" }

Our Client: { MERGEFIELD "LINKNAME_FORENAME_1" } {
MERGEFIELD LINKNAME_SURNAME_1 }
Address: { MERGEFIELD "CALCULATION_ADDRESS" }
Date of Accident: { MERGEFIELD
TK_ACCDETS_tkACCDATE \@ "d" * Ordinal } {
MERGEFIELD TK_ACCDETS_tkACCDATE \@ "MMMM
yyyy" }
Date of Birth: { MERGEFIELD TK_PICLIENTINFO_tkCL_DOB }

You will no doubt recall having prepared a Medical Report dated { ASK redate "Enter the date
of the report" } { REF redate \@ "d" * Ordinal * MERGEFORMAT } { REF redate \@ "MMMM
yyyy" * MERGEFORMAT } on the injuries sustained by our above-named client

We have now received Notice that the Trial has been listed to take place at { MERGEFIELD
TK_PICOURTDETS_tkCIVILCRT_name } on { MERGEFIELD
TK_PICOURTDETS_tkTRIALDATE \@ "d" * ordinal } { MERGEFIELD
TK_PICOURTDETS_tkTRIALDATE \@ "MMMM yyyy" }.

I would be obliged if you would kindly note this date in your diary, and I would be grateful if you
would keep all of the day free for the time being. I will contact you nearer the hearing to let you
know exactly when you will be required. Of course if the case settles before Trial I will let you
know immediately.

I look forward to receiving confirmation that you are able to attend Court on this date.

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a3acbcf6a864\\footer.doc"}

Yours sincerely

{ MERGEFIELD "CALCULATION_FEE_EARNER_DESCRIPTION" }
{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*UPPER }