{INCLUDETEXT "C:\\Users\\rebecca\\AppData\\Local\\Packages\\PraccticeLimited.OspreyApproachSupervisorApp_expxx2x1s6rv4\\LocalState\\OspreyDocuments\\32b37970-9a26-4443-9955-9ba2d7f7dc66\\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_PIINJMEDDETS_tkMEDEXPERT1_title } { MERGEFIELD TK_PIINJMEDDETS_tkMEDEXPERT1_initials } { MERGEFIELD TK_PIINJMEDDETS_tkMEDEXPERT1_surname }
{ MERGEFIELD TK_PIINJMEDDETS_tkMEDEXPERT1_address }

Dear { MERGEFIELD TK_PIINJMEDDETS_tkMEDEXPERT1_title } { MERGEFIELD TK_PIINJMEDDETS_tkMEDEXPERT1_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 repdate "Enter the date of the report"}{ REF repdate \@"d"*Ordinal * MERGEFORMAT } { REF repdate \@"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.

{INCLUDETEXT "C:\\Users\\rebecca\\AppData\\Local\\Packages\\PraccticeLimited.OspreyApproachSupervisorApp_expxx2x1s6rv4\\LocalState\\OspreyDocuments\\32b37970-9a26-4443-9955-9ba2d7f7dc66\\footer.doc"}

Yours sincerely

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