{INCLUDETEXT "C:\\Users\\NeilB\\OneDrive - PRACCTICE LTD\\Documents\\OspreyOfficeGateway\\header.doc"}

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

{ QUOTE { DATE \@ "d MMMM yyyy"} }

{ IF { MERGEFIELD FW_CN_CLI_INFO_FW_CN_CLI_LIT } = "Yes" "{ MERGEFIELD "FW_CN_CLI_INFO_FW_CN_LF_TITLE" } { MERGEFIELD "FW_CN_CLI_INFO_FW_CN_LF_INITIA" } { MERGEFIELD "FW_CN_CLI_INFO_FW_CN_LF_SNAME" }" "{ MERGEFIELD "LINKNAME_TITLE_1" } { MERGEFIELD "LINKNAME_INITIALS_1" } { MERGEFIELD "LINKNAME_SURNAME_1" }" } { IF { MERGEFIELD FW_CN_CLI_INFO_FW_CN_CLI_LIT } = "Yes" "{ MERGEFIELD FW_CN_CLI_INFO_FW_CN_LF_ADD }" "{ MERGEFIELD CALCULATION_ADDRESS }" }

Dear { IF { MERGEFIELD FW_CN_CLI_INFO_FW_CN_CLI_LIT } = "Yes" "{ MERGEFIELD FW_CN_CLI_INFO_FW_CN_LF_TITLE } { MERGEFIELD FW_CN_CLI_INFO_FW_CN_LF_SNAME }" "{ IF { MERGEFIELD CLI1_ADD_INFO_FW_CLI1_SAL } = "" "{ MERGEFIELD LINKNAME_TITLE_1 } { MERGEFIELD LINKNAME_SURNAME_1 }" "{ MERGEFIELD CLI1_ADD_INFO_FW_CLI1_SAL }" }" }

Re: { MERGEFIELD MATTER_MATTER_DESCRIPTION }

As we discussed, I enclosed a copy of the Part 36 settlement offer which I have received from { IF { MERGEFIELD FW_CN_DEF1_FW_CN_D1_TRUST_name } <> "" "{ MERGEFIELD FW_CN_DEF1_FW_CN_D1_TRUST_name }" "{ MERGEFIELD "FW_CN_DEF1_FW_CN_D1_FNAME" } { MERGEFIELD "FW_CN_DEF1_FW_CN_D1_SNAME" }" }. The purpose of this letter is to help you decide whether to accept the offer and to help you come to a decision I have explained what a Part 36 offer is, what the defendant has offered you and the consequences of accepting or rejecting this offer.

A Part 36 offer is a special kind of settlement offer governed by Part 36 of the Civil Procedure Rules 1998.

Part 36 of the Civil Procedure Rules 1998 is a complex and detailed area of law. This letter does not attempt to explain every possible use of such an offer but instead summarises how it operates in most ordinary scenarios. It will also propose options for the progression of your case.

I wish to point out the following:

Options available to you

There are a number of options available to you in relation to the offer. You can:

- accept the offer

- reject/not accept the offer
- make a counter offer

Our recommendations

Next steps

I hope this letter comprehensively details the position with Part 36 offers. Once you have had an opportunity to consider the proposed offer of settlement, please contact me to discuss so that I may respond to the defendant.

Yours sincerely

{ MERGEFIELD CALCULATION_FEE_EARNER_DESCRIPTION }
{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*UPPER }