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

Your Ref:

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

{ MERGEFIELD fssm_Cli_Names }
{ MERGEFIELD CALCULATION_ADDRESS }

Dear { MERGEFIELD RC_CLI_BANK_FW_CLI_SALUT }

Re: { MERGEFIELD fssm_RC_Property }

Seller: { MERGEFIELD fssm_RC_VEND1NAME } { MERGEFIELD fssm_RC_VEND2NAME
} { MERGEFIELD fssm_RC_VEND3NAME } { MERGEFIELD fssm_RC_VEND4NAME
}

Buyer: { MERGEFIELD fssm_RC_PURCH1NAME } { MERGEFIELD
fssm_RC_PURCH2NAME } { MERGEFIELD fssm_RC_PURCH3NAME } {
MERGEFIELD fssm_RC_PURCH4NAME }

Please find enclosed a draft Completion Statement for your consideration. The Statement shows the funds required from you to complete the purchase, including my firm's costs and any disbursements incurred. This is to give you an indication of the total amount required to complete your purchase.

If I am also dealing with your sale, the sale proceeds will have been taken into account on this statement.

If you have any queries regarding the Completion Statement, please let me know. I will provide you with a final Completion Statement in good time prior to completion of the purchase.

Yours sincerely

{ MERGEFIELD CALCULATION_FEE_EARNER_DESCRIPTION }
{ MERGEFIELD PRACTICEINFO_PRACTICE_NAME*UPPER }

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