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

Your Ref:

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

{ MERGEFIELD "FW\_OS1\_FW\_OS1\_TITLE" } { MERGEFIELD "FW\_OS1\_FW\_OS1\_FORENAME" } { MERGEFIELD "FW\_OS1\_FW\_OS1\_SURNAME" } { MERGEFIELD "FW\_OS1\_FW\_OS1\_ADDRESS" }

Dear { MERGEFIELD "FW\_OS1\_FW\_OS1\_TITLE" } { MERGEFIELD "FW\_OS1\_FW\_OS1\_SURNAME" }

**Re: Our Client { MERGEFIELD LINKNAME\_TITLE 1 } { MERGEFIELD LINKNAME\_FORENAME 1 } { MERGEFIELD LINKNAME\_SURNAME 1 }**

I have been instructed by { MERGEFIELD LINKNAME\_FORENAME\_1 } { MERGEFIELD LINKNAME\_SURNAME\_1 } in respect of the unfortunate breakdown of your { IF { MERGEFIELD FW\_DIV\_PETDET\_FW\_RELATIONSHIP } = "married" "marriage" "civil partnership" }.

We enclose a copy of the draft application for your consideration. It is best practice for a copy to be sent to you prior to it being lodged with the Court in order to try to avoid future rancor during the proceedings. Please note that if I do not hear from you or your legal representative within two weeks of the date of this letter the application will be sent to the Court without any further notice to you.

When the Court have issued the application, they will send to you an Acknowledgement of Service. This Form must be completed by you and returned to the Court in order for the divorce to progress. I should be grateful if you would please also provide me with a copy of your completed Acknowledgement of Service in order that I may start dealing with the next steps of the { MERGEFIELD FW\_DIV\_PETDET\_FW\_APPTYPE \\* Lower} and avoid any delay with the Court.

May I take this opportunity to advise you to obtain independent legal advice in respect of the contents of this letter.

Yours sincerely

**{ MERGEFIELD CALCULATION\_FEE\_EARNER\_DESCRIPTION }  
{ MERGEFIELD PRACTICEINFO\_PRACTICE\_NAME\*UPPER }**

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