

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 }

{ IF { MERGEFIELD LINKNAME_SURNAME_1 } = "{ MERGEFIELD LINKNAME_SURNAME_2
}" "{ MERGEFIELD LINKNAME_TITLE_1 } and { MERGEFIELD LINKNAME_TITLE_2 } {
MERGEFIELD LINKNAME_INITIALS_1 } { MERGEFIELD LINKNAME_SURNAME_1 }" "{ IF {
MERGEFIELD LINKNAME_SURNAME_2 } = "" "{ MERGEFIELD LINKNAME_TITLE_1 } {
MERGEFIELD LINKNAME_INITIALS_1 } { MERGEFIELD LINKNAME_SURNAME_1 }" "{
MERGEFIELD LINKNAME_TITLE_1 } { MERGEFIELD LINKNAME_INITIALS_1 } {
MERGEFIELD LINKNAME_SURNAME_1 } and { MERGEFIELD LINKNAME_TITLE_2 } {
MERGEFIELD LINKNAME_INITIALS_2 } { MERGEFIELD LINKNAME_SURNAME_2 }" }"
{ MERGEFIELD CALCULATION_ADDRESS }

Dear { MERGEFIELD FW_RM_CLIENTDET_FW_CLI_SALUT }

**Property: { MERGEFIELD FW_RM_PROPERTY_FW_PROP1 \f", " } { MERGEFIELD
FW_RM_PROPERTY_FW_PROP2 \f", " } { MERGEFIELD
FW_RM_PROPERTY_FW_PROP3 \f", " } { MERGEFIELD
FW_RM_PROPERTY_FW_PROP4 \f" " } { MERGEFIELD
FW_RM_PROPERTY_FW_POSTCODE }**

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

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 Transfer.

Yours sincerely

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

