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DATE

The Manager

AUSSERVE PTY LTD

DX 1218 SYDNEY

Dear Sir/Madam

# RE: OUR CLIENT V OTHER PARTY

Please find enclosed sealed copies of the following documents:

1. Initiating Application filed on #.
2. Affidavit of # sworn/affirmed on # and filed on #.
3. Family Law Court Brochure.

Please arrange for these documents to be served on # at #.

The return date in this matter is #.

I await receipt of your Affidavit of Service together with your account.

Yours sincerely

SOLICITOR

Encl. Initiating Application

 Affidavit

 Family Law Court Brochure