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**At this office*

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SOLICITOR:
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PRACTICE MANAGER:
Mrs J Singleton
(Based at Poole Office)

Miss Maggie Werner
C/O 27 Whytehead Gardens
Victoria Road
Diss
Norfolk
IP22 4HB

Your Ref:

Our Ref: TW/MS/3C428/1

Date: 15 July 2009

Dear Miss Werner

**Re: James Colton
Cancellation of Appointment on the 20 July 2009**

Please find enclosed a copy of the charge sheet and case papers which Mr Colton has authorised me to send to you.

I also write to confirm that unfortunately I have to cancel your appointment for Monday, 20 July 2009 at 10 am. The reason for the cancellation is outlined below.

As you may be aware Mr Colton has the benefit of Legal Aid which entitles him to legal representation from this firm which includes preparation for his defence case. The Legal Aid Order only covers work done by his legal team including taking instructions from Mr Colton and any witnesses. As you are not a potential witness in the case and you are not part of the legal team, I am unable to deal with you at any great length hence the cancellation of the appointment as the Legal Aid Order does not cover this. This also applies to any lengthy telephone calls.

If you have any concerns with regard to this letter then I would ask you speak to Mr Colton. I have sent a copy of this letter to Mr Colton for his information.

Yours sincerely

Ms Tracey Watson
JACOBS & REEVES

Enc

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