

**Other Document Form**

Number

187

Title **EMAIL** **Code A** 6/2/2004 RE CONTACT DIANE JAVIES

(Include source and any document number if relevant)

Receivers instructions urgent action Yes (No)

Document registered / indexed as indicated

No(s) of actions raised

Statement readers instructions

Indexed as indicated

No(s) of actions raised

Examined - further action to be taken

Further actions no(s)

**Code A**

O/M

SIO

Indexer

When satisfied all action raised Office Manager to endorse other Document Master Number Form.

**Code A**

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**From:** Code A  
**Sent:** 06 February 2004 12:32  
**To:** Code A  
**Subject:** contact Diane DAVIES 1220 6/02/04

Hi,  
one for the sheet, Mrs DAVIES confirms that she wants a letter and asks that she have a phone call before hand to let her know its in the post. She also wants us to know that the phone no is wrong, its for an insurance co and as she has picked up some points on her lic, she wanted to know if we were onto her!  
regards as always,

**Code A**