

Mr Iain Wilson

**Code A**

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10 October 2002

Dear Iain

Thank you for your letter of 3<sup>rd</sup> October. Firstly may I apologise profusely for the error made in our letter. I am terribly sorry if it has caused any distress to you and I confirm that our database has been amended to ensure that this mistake will not recur.

I have passed the information regarding your availability to my assistants and they will be in touch with you to arrange a meeting.

The position relating to costs is simply as is stated in our letter. We cannot give at this stage an open ended promise to conduct whatever work is necessary on your behalf without any charge because until we have carried out an investigation and collated all of the information, we simply do not know precisely what is involved. What we are intending to do is to collate all of the information so that we are in a position to advise as to the most appropriate courses of action to follow. Once we have decided upon this, we will then be in a position to consider what charges, if any, may then need to be raised.

I hope this is of assistance to you. Please do not hesitate to telephone me should you need any further information.

Yours sincerely

**ANN ALEXANDER  
ALEXANDER HARRIS**

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