{{ today() }}

{{ clients[0].address\_block() }}

Dear {{ clients[0].name }},

My name is {{ attorneys[0].name.first }} and I am an attorney at Greater Boston Legal Services. You recently contacted Greater Boston Legal Services for help. {%if intake\_complete %} On {{ intake\_date }} you had an intake appointment to obtain assistance with your {{ case\_type }} case.{% endif %}Unfortunately, I have not heard from you in some time.

Please call me at {{ attorneys[0].phone\_number }} if you are still interested in our services. If I do not hear from you by {{ final\_contact\_date }}, I will need to close your case with us. Thank you.

Warmly,

{{attorneys[0].name}}

{{attorneys[0].signature}}

Attorney

Direct Tel.: {{attorneys[0].phone\_number}}

Email: {{attorneys[0].email}}