Whitcombe Ashby Family Law LLP

First Floor, Ashby House, Rye Lane, London SE15 0ZZ | Tel: 020 7946 0100 | family@whitcombeashby.example

A fictional firm created for a course assignment.

29 October ~~2025~~2026

Mrs Chiamaka Kalu
3 Birchwood Court
Croydon
CR0 0ZZ

Our ref: HW/WA-2026-002

Dear Mrs ~~Kallu~~Kalu,

Kalu v Kalu - case number ZZ26D00~~465~~456 - your financial statement (Form ~~A~~E)

I am ~~writting~~writing to thank you for the questionnaire and the bank statements you have sent so far. We are preparing your Form E and I will review it before it goes any further.

To finish it, we still need:

- Bank statements for the last ~~11~~12 months for each of your accounts.
- A valuation of your pension from Northbridge Pension Services. We asked the provider for this on 20 October 2026, but they may send you a form to sign.

Please send these to us by ~~Wednesday 6 Novembre 2026~~Friday 6 November 2026 through our secure client portal. ~~Sending everything on time will guarantee a good result for you at the hearing.~~

~~We will tell you the date of the first appointment as soon as the court gives us one.~~The court has listed the first appointment for Friday 8 January 2027 at 10:00 at the Central Family Court. I will go through what is needed before then when we speak on Tuesday 10 November 2026 at 10:00.

You do not need to send originals. Scanned copies or clear photographs are fine, as long as every page can be read.

If you have any questions, please call the office on ~~020 7946 0010~~020 7946 0100. Our assistant Nkiruka cannot give legal advice and will pass any question about your case to me.

Yours ~~faithfully~~sincerely,

Helena Whitcombe
Managing Partner, Whitcombe Ashby Family Law LLP

Corrections tracked by: Nkiruka Esther Onyiri, Virtual Legal Assistant (UK hours, working remotely)