R. J. TAVENER & CO
SOLICITORS

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Regulated by the Law Society

FILE INDEX — ENCLOSURE TO OUR LETTER OF 6 AUGUST 2021

Our ref RJT/3318/CM
Client [redacted]
Archive TAV/ARCH/2021/0884

ITEM	DESCRIPTION	DATE
1	Attendance note, first meeting (3 pp)	20/03/2018
2	Client instructions, signed	20/03/2018
3	Removable media: 1 x USB flash drive in sealed envelope, signed across the seal by client in our presence. Received only. Not opened. Not copied by this firm.	21/03/2018
4	Letter to Navigation Safety Branch (copy), with Schedule of records	29/03/2018
5	Recorded delivery receipt	29/03/2018
6	File note: no acknowledgement received	14/05/2018
7	Letters to client (3), no reply	2018-2019
8	Closure and storage letter (copy)	06/08/2021

Item 3 is held as received and will not be opened or released except to the client in person on production of photographic identification. See paragraph 5 of our letter.

Boxed for archive: 22 October 2021 seal TAMPER TAPE # 0471