

**OFFICIAL  
Contract Letter**

**Agreement for the provision of Consultancy Services in relation to  
HMCTS Reform**

Description of Services: The provision of consultancy services in relation to the HMCTS Reform programme, as described in the Agreement.

Authority:	The Secretary of State for Justice	
Address:  102 Petty France London SW1H 9AJ	Authority Representatives:   Telephone No:  E-mail:	HMCTS, Ministry of Justice
Contractor:	Name:	RSR (Advertising and Communications) Limited, trading as WMW.
	Company Number	
Address:	Contractor Representative:  Telephone No:  E-mail:	65 Clerkenwell Road, London EC1R 5BL
Commencement date:	28 April 2016	
Expiry date:	31 May 2016	
Contract extension options:	None permitted	
Insurance requirements:	Public liability insurance up to an aggregate limit of no less than Professional indemnity insurance up to an aggregate limit of no less than. Employer's liability insurance as required by law.	

This Contract consists of:

- (i) this Contract Letter; and
- (ii) the Terms and Conditions including the Schedules.

**IN WITNESS** of which the Contract has been duly executed by the parties.

**SIGNED** for and on behalf of **The Secretary of  
State for Justice**

**SIGNED** for and on behalf of RSR (Advertising  
and Communications) Limited, trading as  
WMW.

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Position: \_\_\_\_\_