

MARTIN RUSSELL JONES

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CHARTERED SURVEYORS

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Ms N Dit-Rawe
Flat 3
Jefferson House
11 Basil Street
London
SW3 1AX

Ref: MJP/ACCTS

19th August 2003

Dear Ms Dit-Rawe

Flat 3, Jefferson House, Basil Street, SW3

Further to my letter of 6th June 2003 I have now been able to retrieve the invoices in respect of the electricity from the archives.

It took 10 requests over 3 years

I enclose herewith copies of the invoices and also a schedule showing the calculation of the charge for your flat for 2000, which shows that there was a slight over charge in the 2nd quarter of £1.25 and in the 4th quarter of 10p. The days differ from the account as we receive the bill from the electricity company and then ask the porter to read the meter. We therefore calculate to the day the porter takes the reading. I will deal with 2001 once I return from holiday. !!

In respect of the recalculation of the sum due in respect of major works I understand that this is being dealt with by solicitors and once I have received the appropriate instructions I will amend the account.

Lastly I understand that you have requested copies of the bank statements in respect of the money held for the major works. This is in the form a Bradford and Bingley savings account and as such we do not receive statements except tax ones in due course. They have not as yet been issued for the year ended April 2003. (A) (B) (C)

I would inform you that I am away from the office on annual leave until 8th September 2003 and if you need to discuss matters please contact me after that date.

Yours sincerely



M J Peuncett
Accounts Dept

(A)

They could send
A photocopy of the
pages of the passbook