

MARTIN RUSSELL JONES

Premier Suite 115,
Premier House,
112 Station Road,
Edgware,
Middlesex, HA8 7BJ

CHARTERED SURVEYORS

Management Department
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To all Residents
Jefferson House
11 Basil Street
London SW3 1AX

Our Ref: JH/HV

16 June 2005

Dear Residents

Refurbishment of Jefferson House

Works to the block were
started over 10 months
ago at the end of August 2004!!

The refurbishment of the front entrance hall is progressing well but in order to carry out certain works it is necessary to close access to it for 4 days.

With effect from Monday 20 June 2005 for 4 days you will not be able to use the main door but will have to use the secondary entrance to the left hand side of the property. If your flat entrance door is within the hallway the contractor will be contacting you separately to discuss access to your flat.

The contractor is sorry for any inconvenience caused but the restriction is essential for the works that are being undertaken.

We trust that the above is self-explanatory but if you have any queries please do not hesitate to contact us.

Yours sincerely


Joan Hathaway BSc MRICS
for MARTIN RUSSELL JONES