

Howard de Walden Estates Limited

23 Queen Anne Street, London, W1G 9DL

Telephone: 020 7580 3163

Fax: 020 7436 8152

Maintenance Call Number: 1133400007269 - 70

Issue Date: 01/12/2015

Contractor: MR CARPET LTD

Keys must be returned to the office every day.

Job Address: CAVENDISH MEWS NORTH 8, W1W 6LA

Flat/Suite/Location: 1ST FL FLAT A

Contact Details for Access:

Main Phone No.: VACANT

Work Phone No.:

Mobile Phone No.:

E-mail Address: fjwatson@gmail.com

Before entering any property make your presence known regardless of whether you have been informed of vacant occupancy.

1) Use intercom system first before entering common parts, 2) before using key knock on entrance door and wait 30 seconds, 3) knock a second time before using key to open door, 4) on opening door and before entering flat make your presence known verbally by announcing "Howard de Walden".

Work Required:

Please proceed to supply and install carpet as per your quote for the total sum of £2,200.00 +VAT.

Install date has been confirmed for Wed 2nd Dec 2015.

Keys to be collected from our offices.

Signed by FRANCES CLARKSON

Please quote our Order Number and Costing Reference on your invoice

Order No.: 1133400007269 - 70

Costing Ref: 5988-11334-31714-58079

Maintenance Department
Howard de Walden Estates Limited
Direct Tel. Nos.: 020 7290 0963
020 7290 0964

TENANT:

MS F WATSON
FLAT A
8 CAVENDISH MEWS NORTH
LONDON
W1W 6LA

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Priority: 48 Hours

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LONDON

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PLEASE RETURN THIS COPY WITH YOUR INVOICE