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Attention Ian Rostron  
Halebourne Developments Ltd  
Halebourne House  
Halebourne Lane  
Chobham  
Surrey  
GU24 8SL

15<sup>th</sup> September 2014

Dear Ian

**Estimate** (subject to our standard terms & conditions)

Further to our recent site survey I have pleasure in showing the cost to supply & lay wood flooring as detailed below.

The Coach House, Sunninghill Road, Windlesham

**Areas Included**

Master Bedroom (after alterations) 3 further bedrooms, 1<sup>st</sup> Floor Landing & Stairs.

Supply & Lay Rannoch 100% wool loop carpet Colour RAN455 - 5m wide

Fitted on existing underlay

Fixed using existing Gripper fixings

Supply & fix polished aluminium door bars to all doors

Labour for above installation

Total cost labour & materials

£4410.00 + VAT @ 20%

**Optional Extra**

Uplift & dispose from Site all existing carpets

Total cost labour & materials

£360.00 + VAT @ 20%

**Payment terms:**

Balance due 14 days after installation

**Delivery**

Fitting scheduled for Thursday

**Customers notes.**

1. Door clearances to be satisfactory prior to our arrival.
2. Seams will be required to master bedroom & bedroom at opposite end of landing
3. Estimate based on installation in one main visit to site.

I trust this estimate meets with your approval and it is guaranteed for a period of 21 days from the above date. Thereafter it may be subject to change without notification if a manufacturer's price increase prevails. If there are any further points you may wish to discuss or alternative options you may require a cost for please do not hesitate to contact me.

Assuring you of our best attention at all times.

Yours Sincerely

A handwritten signature in black ink, appearing to read "D. Guyan". The signature is fluid and cursive, with a large initial "D" and a trailing flourish.

David Guyan (contract sales)