



Hamilton King I Management Ltd

ACCOUNTS:

Central Accounts Office, P.O. Box 300, Altrincham WA15 0GD

Tel: 0161 980 2000

Fax: 0161 980 2244

MAINTENANCE:

Estate Office, Joseph House, 2c Florence Avenue, Enfield EN2 8DE

Tel: 020 8351 4496

Fax: 020 8363 4810

www.hamiltonking.co.uk

MRCARPET
70 Lower Richmond Road
Putney
London
SW15 1LL

Our Ref:

MG/MRCA-001

Your Ref:

13 Sep 2016

✉ invoices@hamiltonking.co.uk

Dear Sirs

You are receiving this email because in the last 18 months you have received an order and/or submitted an invoice to Hamilton King Management Limited. If you no longer provide any services for Hamilton King, then please disregard this letter.

Following a management buyout of Hamilton King, all management responsibilities for the portfolio of properties owned by Southern Land Securities Limited are being transferred to Together Property Management Limited with effect from 19 September 2016. All existing orders and contracts will remain in place and any new and outstanding invoices will be settled in due course.

From this date, all invoices will need to be addressed as follows:

Southern Land Securities Limited
c/o Together Property Management Limited
Accounts Office
PO Box 907
Altrincham
WA15 5PH

Any communication in respect of the maintenance of properties can be sent to maintenance@togetherproperty.co.uk or the postal address, which can also be used for returning the keys that have been issued to you, is:

Together Property Management Limited
PO Box 1319
Enfield
EN1 9ZJ

Going forward, the new company will be looking to introduce a BACS payment system so we thought it is an opportune moment to confirm the bank details that we have on record are correct.

Please could you reply to the email address above if the below details are incomplete or incorrect.

Account Name: MRCARPET Ltd
Sort Code: 60-21-10
Account No:51001837

If you have any queries on the above, please do not hesitate to get in touch.

Yours faithfully

The logo consists of the letters 'HKM' in a bold, italicized, serif font. The letters are closely spaced and have a slightly slanted appearance.

Hamilton King Management Limited