



Mr Carpet (London) Ltd
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3rd March 2023

Paul Southam
The Carpet Company of London Ltd.
47 Broompark Drive
Glasgow
G31 2JB

Re: days to be worked in 2023

Dear Paul,

As requested, I can confirm we have you contracted to work on site visits and inspections for two days each week for 2023.

Week commencing 27th March we have you booked to work on the Monday 27th and Tuesday 28th. The following weeks we are back to Tuesdays and Wednesdays.

As you are aware, we will not be able to cover these days if you are absent and this would have a severe negative effect on our business.

We do expect you to honour your commitment to the dates booked.

Yours sincerely

A handwritten signature in black ink, consisting of a large, stylized loop that extends to the left and then curves back to the right, ending in a small flourish.

Jack Barton
Managing Director