

MEMORANDUM

TO: David Stephenson

C.C: J. Holliday Luke Cadman

FROM: M. Smith

DATE: 2nd Decemeber 2015

RE: Lawn Road, Mechanical Ventilation

David

Following our conversation I can confirm that the lease agreements for plots numbered 1,2,3,11,12,13,14,24 and 37 will contain an obligation on behalf of the Management Company/ Managing Agent to periodically inspect the Nox filters and clean/replace them as required in accordance with the manufacturers recommendations.

A similar obligations will be included in the appointment document for the Managing Agent.

The foregoing has all been agreed with the Sales department who will instruct the conveyancing solicitors accordingly.

Mart. Smith

Martin Smith