

L~P:ARCHAEOLOGY

GH-ST-1617L-LI

The Truman Brewery 91 Brick Lane

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Shital Thakkar
James Taylor Homes (Lincoln's Inn) Ltd
James Taylor House
St Albans Road East
Hatfield
Herts AL10 0HE

BY EMAIL: sthakkar@jamestaylorgroup.com

Thursday, 12 November 2015

Dear Shital

RE: ARCHAEOLOGICAL PUBLICATION – 64 LINCOLN'S INN FIELDS

Following on from Historic England's approval of our Post Excavation Assessment report. I am writing to you to confirm the resources that we will need to publish the results of the works and thereby discharge the planning condition on the above site.

Once you have instructed us, in writing, to undertake these works we will write to Historic England to confirm that you have put in place the resources required to fully publish the results of the archaeological works. Historic England will then advise the London Borough of Camden to fully discharge the planning conditions relating to archaeology.

The conditions will be discharged immediately, but the publication itself will take some time to appear. I would anticipate that we would have proofs of an article for you to read by the end of January 2016. This will then enter the London Archaeologist publication queue. I cannot be certain how long this queue is and therefore when the article will appear in print.

I enclose schedule of the proposed works including a copy of our standard terms of business. I draw your attention to the terms of service contained within these documents.

Please do not hesitate to contact me if you have any further queries, I look forward to hearing from you soon.

Yours sincerely

Partner | Archaeologist

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L-P:Archaeology is the trading name of L-P:Heritage LLP registered in England and Wales. Company number OC36654. Registered office address: Amelia House, Crescent Road, Worthing, BN11 1QR

L-P:ARCHAEOLOGY

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64 LINCOLN'S INN FIELDS

GENERAL CONDITIONS

TERMS OF BUSINESS

Standard L - P : Archaeology terms of business are enclosed.

WRITTEN INSTRUCTION

We require a written instruction making reference to this quotation.

Quote reference: GH-ST-1617L-L1

VALIDITY OF QUOTATION

This quotation is valid for 6 months from the date of issue.

EXPENSES

All fees are inclusive of disbursements and expenses.

VAT

All fees are exclusive of VAT.

INVOICING SCHEDULE

On receipt of instruction we will invoice for 50% of the publication costs.

Final 50% will be invoiced on electronic delivery of article proofs to James Taylor Group.

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SCHEDULE OF WORKS & FEE BREAKDOWN

FINAL ANALYSIS

Final analysis of site records, stratigraphic sequence.

Analysis and reporting on finds.

PREPARE ILLUSTRATIONS

Produce illustrations: site location, phased plans, historic maps etc. Find illustration and/or photography.

PREPARE TEXT

Additional documentary research at LMA, write, edit and proof text, integrate with illustrations.

Copy editing and preparation.

TOTAL

£3,744

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ITEMS NOT INCLUDED IN THIS QUOTATION

REPORT PRINTING

The article will be made available as
a PDF for download from our secure
dropbox service.

Printed and bound copies of the article

£35 each

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Oct 2015

TERMS OF BUSINESS

General

1. L - P : Archaeology is a trading name of L - P : Heritage LLP a company registered in England and Wales (company number: 36654). All references in this document to L - P : Heritage LLP shall mean L - P : Heritage LLP or its trading name L - P : Archaeology.
2. A 'written instruction' is required from the Client prior to the commencement of any work. The scope of service, the fee basis and any other matter relevant to the particular case will be confirmed by L - P : Heritage LLP in writing in the form of a quotation. The written instruction shall include reference to this written quotation.
3. All documents, drawings, computer discs or any other material prepared by or on behalf of L - P : Heritage LLP shall remain the property of L - P : Heritage LLP, but all Client requests for copying and distribution shall not be unreasonably withheld.

Fees and Disbursements

4. The basis of the fee calculation shall be agreed at the time of Client confirmation of instruction and shall apply, unless otherwise agreed in writing with the Client.
5. The Client shall pay all fees in respect of applications under the Town and Country Planning Acts and any other statutory requirements, in addition to any fees charged by the local planning authorities for the inspection of documents or attending pre-application meetings.
6. Unless otherwise agreed in writing with the Client, all fees payable to L - P : Heritage LLP shall be exclusive of disbursements and expenses (including but not limited to: travel and subsistence; car mileage rates (40p per mile); printing; postage; couriers; telephone; local authority documentation; any other maps or plans; third party professional fees) incurred in connection with the service provided by L - P : Heritage LLP.

Accounts and Payment

7. Invoices for fees and disbursements will be rendered on a monthly basis unless otherwise agreed in writing with the Client by L - P : Heritage LLP.
8. Invoices will be rendered in electronic format to the Client (PDF document sent by email) unless otherwise agreed in writing with the Client. The fee for sending hard copy invoices shall be £12 per copy of each invoice sent.
9. Should the Client fail to pay all or any part of the agreed fees and disbursements within 28 days of presentation, L - P : Heritage LLP reserves the right to:
 - 9.1 Charge interest on any sum remaining unpaid at the rate of 5% over the Bank of England base lending rate from time to time in force.
 - 9.2 Suspend the work being carried out for the Client.
 - 9.3 Charge for all work undertaken for the Client whether completed or not in such circumstance
 - 9.4 Take whatever legal remedy exists in order to obtain payment. The client shall also be liable for any fees or costs involved in this process.

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