

Robert Knowles
Robert Knowles & Co.
Grosvenor House
22 Grafton Street
Altrincham
Cheshire
WA14 1DU

Ref: 150714/KH
8th December 2016

Dear Robert,

2 Maresfield Gardens, London

I am writing to confirm that we are employed to act as Consulting Structural Engineers for the proposed refurbishment and extension works at 2 Maresfield Gardens.

As is usual our appointment is in accordance with the latest edition of The Association for Consultancy and Engineering, Conditions of Engagement Agreement 1 **Design** for the service as set out below.

1. Prepare a structural scheme and produce of a package of drawings, details, specification and calculations to submit to Building Control for approval and for construction purposes.
2. To inspect and monitor critical elements of the construction on site during the construction phase of the works.

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All of these works will be overseen by a qualified member of the Institute of Structural Engineers.

We trust this provides an appropriate level of service and adequately covers the details of our appointment but please contact me if you have any queries.

Yours faithfully



Keith Hirst
For Conisbee

