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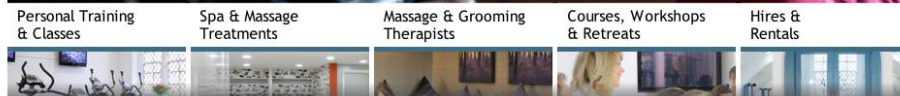
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0205 214 5036

Mon-Fri: 6:30am to 9pm Sat-Sun: 9am to 5pm



## Welcome to The Albany Club

## Book a session here

### News & Events

Join the Men's Health Elite

*"Looking beyond the obvious luxurious setting, which is an oasis of calm in the middle of what can be a bustling city, The Albany Club provides me an opportunity to train at my own pace..."*

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If you are new to the Albany club 'online booking' please email us and we will send you a link to get your password

The Albany Club is London's most unique and complete luxury health and fitness centre, located in a converted church near Regents Park.

Here are just a couple of the things we offer:

#### Personal Training

Our excellence in Personal Training is breaking barriers! All our trainers will give you the motivation, routine and plan to get fitter, faster.

All our regularly updating their knowledge by attending courses and workshops to ensure they are offering the latest techniques.

So whether you are new to exercise or wanting to build up your body then come and ask to see one of our trainers! [Read More.](#)

#### Massage

What better way to relax those muscles after a hard workout or stressful day at work than a cleansing massage.

Our therapists can deliver a deep sports massage or gentle Swedish massage to make sure your body is rejuvenated and ready to go ahead! [Read More.](#)

### The Albany Club

St Bedes Hall

Little Albany St (Off Albany St)

London NV1 4DY

(For directions on SatNav please use NV1 4EE)

0203 214 5038

[Email Us](#)

[Map and Directions](#)



### Opening Times

Monday - Friday 7am - 9pm

Saturday 9am - 6pm

Sunday by appointment

Appointments & enquiries 10am - 6pm

Out of hours by appointment

**Monday 8th**

	Studio		Classroom
9.00 5.15	Ren		
1.00 2.00			ballet (viktorija)
5.30 6.30	yoga (mandy)		
6.30 7.30	yoga (mandy)		
7.30 9.30	jiu jitsu (steve)		

**Tuesday 9th**

	Studio		Classroom
7.30 8.30	yoga (mandy)		
9.00			
6.00			
6.00 7.00	FREE, HOT & HAPPY (Nikkita)		
7.30 9.00	YOGA (Richard)		

**Wednesday 10th**

	Studio		Classroom
5.30 6.30	yoga (mandy)		
6.30 7.30	Boxing		
7.30 9.30	jiu jitsu (Steve)		

**Thursday 11th**

	Studio		Classroom
7.30 8.30	yoga (mandy)		
1.00 2.00	ballet (viktorija)		
4.30 6.30	jiu jitsu (steve)		
6.30 7.30	FREE, HOT & HAPPY (Nikkita)		
7.30 8.30	yoga (mandy)		

**Friday 12th**

	Studio		Classroom
4.30 5.30	jiu jitsu (steve)		
6.15 7.15	yoga (mandy)		
7:30-8:30	Yoga (Toral Aikido)		

**Saturday 13th**

	Studio		Classroom
6.30 7.30	ballet (viktorija)		
7.30 8.30	ballet (viktorija)		

**Sunday**

	Studio		Classroom
	yoga london		
6.30 7.30	yoga (mandy)		





# C.H.E.K Europe Rental Agreement

CHEKshop LTD

[Redacted contact details for CHEKshop LTD]

Contact Name: [Redacted]  
Organization: The Albany Club  
Address: [Redacted]  
City: [Redacted]  
Post Code: [Redacted]  
Phone: [Redacted]  
E-mail: [Redacted]  
Web Site: [Redacted]

### Contact:

[Redacted Name]  
UK Events Coordinator  
info@chekeurope.com

### C.H.E.K Europe is requesting use of the following facilities:

(Check all that apply)	(Start to End Date)	(Daily Time)
<input checked="" type="checkbox"/> 1 <sup>st</sup> Floor Studio	19 to 23 February 2014	08:00 to 19:00

### I (We) understand and agree to adhere to the following stipulations and requirements:

- The C.H.E.K Europe (herein called "the Grantee") and: **The Albany** (herein called "the Grantor"), reserve the right to mutually terminate the agreement up to 30 days prior to the course start date, (written or verbal)

### Grantor Facility Rental Fee

(Chek all apply)	(Rental Fee)
<input checked="" type="checkbox"/> All Inclusive Fee	<u>£1,750</u>

Mailing address: CHEK Europe, Goodyear Business Park, 12a New Street, Mawdesley, Nr Ormskirk, Lancashire L40 2QP  
Tel: (+44) 01704 821 321  
E-mail: info@chekeurope.com www.CHEKeurope.com



**CHEK EUROPE Ltd**  
*with* **CHEK SHOP Ltd**  
Authorised Distributors for C.H.E.K Institute

**Additional Equipment and Service Requested:**

- X Set-up ready for 8.30am on Wednesday Morning**
- X Chairs/Tables required for 12 students**
- X Audio/Visual Equipment - The Albany to provide projector, flipchart and screen (CHEK Europe have left screen on site).**
- X Non-exclusive access to gym on Saturday and Sunday**
- X Water**

\_\_\_\_\_ **Initial:** Permission is hereby granted to the GRANTEE for the use of **The Albany Premises** for a **CHEK Exercise Coach** Advanced Training Program Module for **5** Days during the period commencing on 19 February to and conclude 23 February from 8am to 7pm daily.

\_\_\_\_\_ **Initial:** There will be space exclusively for use as the classroom, equipped with tables, chairs, and audio/visual equipment. Instructor(s), (no more than **1**) and students, (no more than 30), will have non-exclusive access to facility fitness centre as needed during the class.

\_\_\_\_\_ **Initial:** Facility use fee of £350 includes: Utilities; set-up; A/V; tables; chairs; water; snacks; classroom area.

**The Albany** (Grantor)

\_\_\_\_\_  
**C.H.E.K Europe** (Grantee)

Dated: \_\_\_\_\_

Dated: 13 July 2013

**Mailing address:** CHEK Europe, Goodyear Business Park, 12a New Street, Mawdesley, Nr Ormskirk, Lancashire L40 2QP

**Tel:** (+44) 01704 821 321

**E-mail:** info@chekeurope.com **www.CHEKEurope.com**

## Adam Wilkinson

---

**From:** [REDACTED]  
**Sent:** 16 November 2011 11:13  
**To:** [REDACTED]  
**Subject:** Staffing  
**Importance:** High

Hi Steve,

Here we go, please let me know if there is any information I left out that you also wanted me to consider.

Opening Hours of the Albany Club: Mon-Fri 7am-9pm, Sat-Sun 9-5

### Cover

#### **Monday-Friday**

7-10(12) Receptionist Flexi 1  
7-11 TJ care taking  
10-6 Anna General Managing  
12-9 Receptionist Permanent Mon-Fri (Lunch at 4-5, where Anna Covers)

#### **Saturday-Sunday**

8.30-5.30 TJ Care taking (Lunch at 11.30-12.30)  
9-5 Receptionist Flexi 2 (Lunch at 12.30-1.30, covered by TJ)

#### **Info**

- A rota would be put in place, organised 2 weeks in advance, and managed by Anna.
- Having 2 Flexi Receptionists means they can cover each others hours if they need to swap, for students for example.
- Having a receptionist means we have someone controlling/overlooking out PTs session on the spot. Meaning every PT books in with the receptionist before their session, if they have several booked during day, and the PT arrives in the morning, he will need to give her a list of the times so we can add it to our Google calendar (at present), she can keep an eye if they do more than booked. Control of footfall is vital.
- Lunches unpaid.

I think there is something I need to talk to you about in private, reg the situation with L.G.

Many Thanks,

Anna

[REDACTED]

[REDACTED]

[REDACTED]







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**The Engine Room**  
20 February · 🌐

Welcome to the...CHURCH OF PAIN. Did you know our classes start from 6.30am? New timetable online through the link in our bio! #ChurchOfPain 🔥



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Casey Anderson Might have to jump in Chris? Think the mid section needs it  
7w

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**Becky Comer**  
25 September 2018 at 04:13

This looks amazing!

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**The Engine Room**  
6 January

**NEW YEAR. NEW CLASSES.**  
HNY Crew!  
We're super excited to be bringing you some fresh water with '80's Row Back', 'Row with the Coaches, and 'Club Beats'. WATCH OUT next week when we bring back, due to popular demand 50 Minutes of Row 101 and coming soon 90's Row Back and Naughties Row Back!

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
<b>MORNING</b>	BEATS UPPER BODY Rosanne 07:00	BEATS LOWER BODY + ABS Rosanne 07:00	BEATS FULL BODY + ABS Chris Heron 07:00	BEATS UPPER BODY + ABS Chris Heron 07:00	BEATS LOWER BODY + ABS Thea 07:00	BEATS FULL BODY + ABS Chris Heron 10:15	BREATHE NO REST Chris Heron 10:15
<b>AFTERNOON</b>	BEATS FULL BODY + ABS Tyrona 12:30	BEATS FULL BODY + ABS Thea 12:30	BEATS FULL BODY + ABS Tyrona 12:30	EXPRESS WORKOUT 35 MINUTES Chris Heron 12:15	BEATS UPPER BODY + ABS Thea 12:30	BEATS FULL BODY + ABS Rosanne 11:15	
		ROW 101 Thea 13:30		ROW WITH COACHES! Chris Heron 13:00			
<b>EVENING</b>	BEATS FULL BODY + ABS Chris Heron 18:15	80'S ROW BACK Rosanne 18:15	BEATS LOWER BODY + ABS Josh 18:15	BEATS FULL BODY + ABS Rosanne 18:30	CLUB BEATS Chris Heron 17:15	CLUB BEATS Chris Heron 18:15	
	BREATHE H.I.I.T Chris Heron 19:15	ROW 101 Rosanne 19:15	BEATS FULL BODY + ABS Chris Heron 19:15	BREATHE NO REST Thea 19:15	CLUB BEATS Chris Heron 18:15		

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25 September 2018 at 04:13  
This looks amazing!  
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### ACTUALS

WEEK	23-29 Mar				
DAY	TIME	CLIENT	TYPE	TRAINER	REVENUE
<b>Mon 23</b>	7:00-8:00	[REDACTED]	PT	Dirk	£75.00
	7:00-8:00	[REDACTED]	PT	Carole	£75.00
	8:00-9:00	[REDACTED]	PT	Dirk	£75.00
	10:00-11:00	[REDACTED]	PT	Dirk	£75.00
	11:00-12:00	[REDACTED]	PT	Dirk	£75.00
	15:00-16:30	[REDACTED]	PT	Carole/Dirk	£112.50
	18:00-19:00	[REDACTED]	PT	Carole	£75.00
	<b>7.5</b>				<b>£562.50</b>
<b>Tues 24</b>	8:00-9:00	[REDACTED]	PT	Dirk	£75.00
	9:00-10:00	[REDACTED]	PT	Carole	£75.00
	11:00-12:00	[REDACTED]	PT	Dirk	£75.00
	17:30-19:00	[REDACTED]	PT	Dirk	£112.50
	18:00-19:00	[REDACTED]	PT	Carole	£75.00
	<b>5.5</b>				<b>£412.50</b>
<b>Wed 25</b>	7:00-8:00	[REDACTED]	PT	Carole	£75.00
	9:00-10:00	[REDACTED]	PT	Carole	£75.00
	10:00-11:00	[REDACTED]	PT	Carole	£75.00
	14:00-16:00	[REDACTED]	Assess	Dirk	£200.00
	16:00-19:00	[REDACTED]	CPM	Carole	£300.00
	18:00-19:00	[REDACTED]	PT	Dirk	£75.00
	<b>9</b>				<b>£800.00</b>
<b>Thurs 26</b>	7:00-8:00	[REDACTED]	PT	Dirk	£75.00
	7:30-8:30	[REDACTED]	PT	Carole	£75.00
	8:00-9:00	[REDACTED]	PT	Dirk	£75.00
	11:00-12:00	[REDACTED]	PT	Dirk	£75.00
	18:00-19:00	[REDACTED]	PT	Carole	£75.00
	17:30-19:00	[REDACTED]	PT	Dirk	£112.50
	<b>6.5</b>				<b>£487.50</b>
<b>Fri 27</b>	12:00-13:00	[REDACTED]	PT	Dirk	£75.00
	14:00-15:30	[REDACTED]	PT	Dirk	£112.50
	17:30-18:30	[REDACTED]	PT	Dirk	£75.00
	<b>3.5</b>				<b>£262.50</b>
<b>Sat 28</b>	10:00-11:00	[REDACTED]	PT	Carole	£75.00
	<b>1</b>				<b>£75.00</b>
<b>TOTAL</b>	<b>33</b>				<b>£2,600.00</b>



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**CONTACT US**

Chris Heron - Shaping Change  
St Bedes Hall  
London  
NW1 4DY  
(NW1 4EE for Sat Nav)

0203 214 5038  
hello@shapingchange.co.uk

Mon-Fri: 09.00 - 21.00  
Sat-Sun: 08.30 - 18.00

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Reg No. 07932886  
Vat No. 141936708

Reg address:  
52 Great Eastern Street  
London  
EC2A 3EP

**Adam Wilkinson**

---

**From:** [REDACTED]  
**Sent:** 30 March 2009 14:04  
**To:** [REDACTED]  
**Subject:** Weekly Figures  
**Attachments:** Lifesmart Week Ending 290309.xls

Hi Guys,

I have attached the weekly figures.

I have changed the structure slightly, as evident in the forecast sheet, as I feel it would serve us better once the other practitioners (Homeopath and Nutritionist) are active. The 2 additional columns are duration and session cost. I feel that this format presents a more complete picture.

Please feel free to comment on it.

Kind regards,

[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]

[REDACTED]



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**Adam Wilkinson**

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**From:** [Redacted]  
**Sent:** 30 September 2015 17:29  
**To:** [Redacted]  
**Subject:** FW: Albany Club Outstanding Invoices

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**From:** Yogasphere [mailto:info@yogasphere.eu]  
**Sent:** 30 July 2015 12:42  
**To:** [Redacted]  
[Redacted]  
[Redacted]  
**Subject:** Re: Albany Club Outstanding Invoices



Hi Alan,

Please find the list of issues we have faced this year in 2015 that need to be resolved.

Issues

1.1 Our 5.30pm classes which we have as a regular classes were cancelled due to a yoga company (yoga london) booking the space for a whole month in June. We were not informed about this with sufficient notice. Because we were not informed of this in enough time, we had to still pay our Wednesdays teacher **£100** in missed earning's payment and also deal with clients that we upset by this scheduled change and process refunds due to this. We appreciate schedule changes can happen and we have always been flexible with Heather as we know she gets studio day bookings which cut into the early evening. But it was

unprofessional to not checking in with us first and going ahead and booking another yoga client, and letting us know our 5.30pm slot has been scrapped during that month. It is not respectful that we are a long term client with that regular slot. This also resulted in overcrowding for the capacity of the 6.30pm Wednesday classes in that period.

**1.2** We have had to give 42 complimentary classes back onto people accounts this year due to short notice cancellations, issues with facilities etc this year to clients due to issues with albaney club. Examples are issues such as people complaining about the studio being cold, faeces not being flushed down the toilets, blocked toilets, showers not working for months, flooding around shower not being mopped up and people slipping, dirtiness and messiness in the studio. Each complimentary class we added to our clients accounts cost our business £20 each, so the issues with Albany has resulted in costing our business **£840** and also not good for our reputation.

**1.3** We have morning classes for a long time and as the albaney club won a new piece of business (additional personal trainers from gym closing down) we were essentially forced out of the morning class without no notice period to apply for June, July and August with a return assured for September this year. This sudden change resulted in complaints by our regular morning clients who have been doing classes with us for nearly 2 years. Also we moved under the premise that there would be refurbishment but not has started and no one can confirm if it is actually going ahead. We felt misled by this.

**1.4** We thought we found a win-win solution by doing a the class in the upstairs teaching room instead but we had to limit capacity and cancel people out as the capacity was brought down to 12, where it's usually 15- 20 people in the morning classes. That is a loss of business per class we saw by moving to a smaller room. We started to use the space for a limited time and then there was the flooding which meant that room could not be used. Also there were issues with double booking for that room with richard's yoga which resulted in further embarrassment. This flooding and the room being closed down due to health and safety, resulted in us having no choice but to take our morning classes to Regents park. Three clients were specifically unhappy with this sudden change to the morning classes and they cancelled their Yogasphere City Membership which they pay **£70 per month** for on contract, so that is annual loss of income of **£2,520** just from losing these 3 clients.

**1.5** Doing the classes outdoors is weather permitting so its resulted in further loss of reputation when we have not choice but to cancel it at short notice. We still have to pay our teacher if we cancel the class that morning, so that have costed us **£50** in teaching fees. These clients have paid to do classes in doors and through goodwill they are doing it outside with us, but if we stretch this good will even further it will result in more issues. It's also a temporary solution only for June, July and August as we had no choice as other we would lose the clients we have worked hard to build. Also summer is a peak period for morning classes, and we are missing out in this surge of business we would have otherwise seen.

**1.6** Out mats have been used with muddy footprints on them by other PTs, and not cleaned by other yoga companies using them and our yoga blocks have been defaced with writing on them. This meant we had to get new ones to replace. We have raised this issues before with albaney and the other trainers that use the space. In order to protect our mats and props, we ended up spending **£645** getting a custom made storage with a lock made. We thought Albany would contribute towards this upon initial discussions, but there was no budget in the end. We had to get the carpenter out again as someone tried to force entry into the storage lock which resulted in more costs for us.

**1.7** Two of my personal property have been stolen in the staff area by reception. One was a mobile speaker for music which Ram took down and stored for me in the cupboard by reception and then it was not to be found. Also my bicycle helmet and gloves were stolen too. Many of the trainer beleive someone internally at Albany club is stealing things. Another personal trainer Chris has his laptop stolen. The club have failed to investigate into these missing items properly or satisfactorily and our clients and other property continues to be at risk without appropriate lockers in place.



**1.8** The club has seen a steep drop in terms of the studio area being clean over the last year. The floor is messy and dirty sometimes and the space is not ready to use, so props etc are still in the way and it results in loss of time setting the room up.

**1.9** Lots of new equipment has been moved into the studio which blocks the mirrors and it feels like that room is being turned into a gym. Also the noise proofing is not good now as that area outside studio is passing a lot of sound from trainers into the main studio.

**1.10** the rest of the club has air conditioning but not the studio which makes it unbearably hot in the summer and we are not allowed to open the window but just the fire exit. This makes it stuffy and unhygienic.

**1.11** In the winter, Heather invested into electric heaters which has helped but it's generally freezing compared to the rest of the club which is warm. The club has not invested into this, and again I do not see why the studio is always left behind compared to other areas of the club. A member of staff Amar has been instructed to warm the rooms up, but he does not consistently do this resulting in freezing classes in the winter and summer when we arrive.

**1.12** The unacceptable and aggressive way that Rajesh handled his call with Mandy and the lies he made about what Mandy agreed to about payment timelines .

We have a 2 month notice period either way and for changes and notice of termination. Several changes such as the sudden changes to schedule and facilities issues is a breach of contract which concerns us. This is one of the main reasons we have felt very disappointed with Albany club as the issues remain unresolved and we are not able to move forward.

We have grown our business to have over 7,000 clients in the last 2 years and we always saw that we would continue to use the services. However all the issues are becoming unbearable and they need to be resolved. We have been legally advised that it is well within our right to leave Albany club, to stop immediate use of the club due to breach of contract. However, we have been patient as you are a regular supplier who we have worked with from the start.

### **Payments VAT billing errors**

Some general errors I have found in the invoices is that some prices are being placed pre VAT and other with VAT included and we are being double charged on VAT on the invoices. Heather can you respond with the actual agreement you have in place for the VAT rates with us for all our booking times. I will then look into this matches what we have on our side.

### **Invoice Payment**

**SL01614** £1320.10 has been paid and up to date. So no issues there

----

**SL01636 (March) is still outstanding £1785.12**

### **Actions Needed:**

1. There are errors to **week commencing 23rd March**. The invoice lists as having 10 sessions that week. Should be only 9 sessions. Please make amendments and resubmits this invoice:

- Monday 23rd March 6.30pm (1hr)

- Tuesday 24th March 7.30am (1hr)
- Wednesday 25th March 7.30am(1hr), April 5.30pm (1hr) and 6.30pm (1hr)
- Thursday 26th March - 7.30am(1hr), 7.30pm (1hr)
- Friday 27th March - 7.30am(1hr), 6pm (1.25)

2. We need to check the VAT has been applied correctly on this invoice too. Please see above point re VAT billing errors\*.

3. Invoice **SL01636** needs to be resubmitted with changes.

----

### **SL01656 (April) is still outstanding £1474.09**

#### **Actions Needed:**

1. There are errors to week commencing 20th April. The invoice lists 9 classes when we had 8 classes that week. There was no class on Wed 22nd April.

2. We need to check the VAT has been applied correctly on this invoice too. Please see above point re VAT billing errors\*.

3. Invoice **SL01656** needs to be resubmitted with changes.

-----

### **SL01684 (May) is outstanding £1,476.10**

#### **Actions needed:**

1. There are errors to **week commencing 18th May**. We did not have a class on 6pm Friday 22nd of May (1.25hr).

2. There are errors to **week commencing 18th May**. We did not have a class on 6.30pm Monday 18th May (1hr).

3. There are errors to **week commencing 25th May**. We did not have a class on 6.30pm Monday 25th May (1hr).

4. We need to check the VAT has been applied correctly on this invoice too. Please see above point re VAT billing errors\*.

5. Invoice **SL01684** needs to be resubmitted with changes.

----

### **SL01704 (June) is outstanding £1,260**

This is the major problem month for the morning classes, that we have major issues with as per issues listing above.

1. Please remove all morning bookings fees for this month £300

2. We need to check the VAT has been applied correctly on this invoice too. Please see above point re VAT billing errors\*.

3. Invoice **SL01684** needs to be resubmitted with changes.

---

**We propose.**

- 1. You resubmit invoices above with corrections above made and also with correct VAT applied.
- 2. After meeting, we agree a payment structure to bring outstanding payment back into balance. We have appreciated your patience and this has been noted.
- 3. Out of goodwill you provide a credit note for the costs we have incurred for the following:

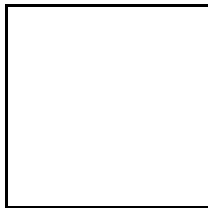
- £820 (adding passes to clients account due to issues)
- £100 teacher costs for cancelling the 5.30pm classes with insufficient notice
- £70 x 3 for the cost we incurred for our breaking contract terms due to albania club issues as we had to write of their one month notice period - £210
- A contribution towards the cost of the storage we paid. We suggest 20% of the fee £645 as we only got it to protect our props and mats that were being misused. So £129.

- 3. Clear actions and steps to resolve each issues we have mentioned above.
- 4. Providing clear info and estimated date when teaching room will reopen again after the flood.
- 5. Transparency on timelines for proposed refurbishment dates and estimated date of completion. We were told would commence in July/ August
- 6. Guarantee that we will be able to return to our morning classes in September the studio as assured by Heather. We are willing to start the morning classes earlier at 7.15am (1hr) so personal trainers can use it earlier as soon as we finish at 8.15am.or anytime up to 7.15am.
- 7. You kindly write a letter informing to our members due to the sudden changes at the club, the disruption has been due to the planned refurbishment,the flooding and that you are investing in improving on the general care of facilities. We can then show this letter to members that complain that steps are being taken to improve the club facilities. This cannot bring back clients that we have lost, but it will surely win us more time.

If we are able to amicably come to an agreement, then we are still open to this. If not, we need to know your position asap so we can take appropriate action moving forward to protect our business.

We will see you both tomorrow at 9am.

████████████████████  
████████



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**Yogasphere plants 10 trees** for each client every time you attend a yoga class with us.

Download our **free Yogasphere app** on **Apple AppStore** or **Android** to create/log into your Yogasphere account, view schedules, make bookings easily and receive free gifts.

Facebook: [facebook.com/yogasphere.eu](https://facebook.com/yogasphere.eu)

Instagram: [instagram.com/yogasphereuk](https://instagram.com/yogasphereuk)

Twitter: [@yogasphereuk](https://twitter.com/yogasphereuk)

[www.yogasphere.eu](http://www.yogasphere.eu)

On 29 July 2015 at 13:16, [REDACTED] wrote:

Dear Leo and Mandy,

I can attend at 09.00 on Friday morning and we have a private room set aside at the club so please meet there.

Also, please forward the queries in respect of the outstanding invoices by 11.00 tomorrow morning in order that we can look into them before we meet on Friday.

Regards,

Alan

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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SAVE A TREE - PLEASE DO NOT PRINT THIS EMAIL UNLESS YOU REALLY NEED TO

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**From:** Yogasphere [mailto:[info@yogasphere.eu](mailto:info@yogasphere.eu)]

**Sent:** 28 July 2015 17:04

**To:** [REDACTED]

**Cc:** [REDACTED]

[REDACTED]

**Subject:** Re: Albany Club Outstanding Invoices

Dear Alan,

Let meet at 9 am at pret a manger across from Great Portland Street station this Friday.

Thanks

Leo

Sent from my iPhone

On 28 Jul 2015, at 14:28, [REDACTED] wrote:

Dear Leo and Mandy,

There have been a number of suggested times for a meeting. Can either or both of you attend a meeting on Thursday or early Friday morning (I'm not available post 10.30 on Friday).

Prior to the meeting can you identify the particular sessions on the outstanding invoices that are being queried and the reason for those queries. This should enable us to focus our discussions on the items requiring resolution at the meeting.

There is currently an outstanding balance of £5,994.41 up to and including June 2015, with the month of July still to be billed. As previously notified we need to see payment of the non-queried items as a matter of urgency.

Please confirm your availability to meet either on Thursday or early Friday morning.

Regards,

Alan

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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[Start a new group](#) [Log in](#) [Sign up](#)

**Jun 29 2015 07:30:00 GMT+0100 (GMT Daylight Time)**

MON JUN 29 2015 07:30:00 GMT+0100 (GMT DAYLIGHT TIME)

Mon Jun 29 2015 07:30:00 GMT+0100 (GMT Daylight Time)

## **This weeks other Classes + Special Offer: 5 Classes for £35 (valid for 3months)**



Hosted by [REDACTED]

From [London Creative Yoga: Yoga For Everyone & Bodymind Wellness](#)

Public group

This is a past event 2 people went



Mon Jun 29 2015 07:30:00 GMT+0100 (GMT Daylight Time)

Mon Jun 29 2015 07:30:00 GMT+0100 (GMT Daylight Time) to Mon Jun 29 2015 08:30:00 GMT+0100 (GMT Daylight Time)



Location visible to members



## Details

We also run other classes during the week we don't list on meetup as I think you'd want to kill me for the amount of notifications you'd get! We have Vinyasa classes, Dru Yoga & morning classes! Loads of stuff! We also do special meetup class packs; Any 5 classes for just £35 (valid for 3 months) Any 10 classes for £60 (valid for 4 months) This is a special meetup price only, and you'll need to use the

Any 5 classes for £35 (saving £10) - Code CYL35

Any 10 classes £60 (saving £20) - Code CYL60

I love the fact you are here to connect with others as well as improve your wellbeing.

Our full class schedule: (check website (<http://www.creativeyogalondon.co.uk/book>) for latest schedule)

Mondays

7.30am Dru Yoga with Rich

6.30pm Outdoor Dynamic Yoga with Charlie

6.30pm Ecotherapy - Mindfulness in Nature - bi-weekly - check website

7.30pm Vinyasa Flow with Mayan:

Tuesday

7.30pm Social Yoga Tuesdays

Wednesdays

6.15pm Meditation

7.30pm Dru Yoga with Rich

Thursdays

6.30pm Outdoor Yoga in Regents Park

Fridays (Events alternate)

7.30pm Yoga Dating - Ad hoc - check website

7.30pm Couples Yoga

Sundays

OFFER 5 CLASSES £35 / ANY 10 £60;

Inc. Vinyasa, Hatha, Dru, Social Yoga Tuesdays; Yoga and Movement; Meditation and

Body-mind workshops; Ecotherapy, Yoga Dating (Basically everything apart from Yoga Rave) at <http://www.creativeyogalondon.co.uk/book>

-Visit <http://www.creativeyogalondon.co.uk/book> .

-From the booking page click on the link for 5 or 10 class packages

-This takes you to my scheduling system, where you will need to SIGN UP

-Select 5 classes for £45 or 10 classes for £80 from the series & memberships drop down menu

-Confirm your selection

-Add promo codes and Checkout

-Click on the classes tab - start booking your classes!

-Happy Days you are on a good path!

You do not have to select all the classes you wish to attend at the time you sign up - once you have bought the package you can then log back in when you like and select which classes you would like to attend at your convenience. The classes are of course space permitting though, so bear this in mind!

Practical Info!

The Albany club is in a converted church off Albany St - Walk down Albany St (which is opposite Great Portland St tube station) and take the 3rd right turn - the turning after the police station and where you see Cavali Restaurant and the Albany is behind there. Sat Nav is NW1 4EE

IF YOU CAN'T FIND THE VENUE PLEASE WATCH THIS VIDEO BELOW GIVING DIRECTIONS! (<http://www.creativeyogalondon.co.uk/book/#albanymap>)

[http://www.youtube.com/watch?v=paC\\_rnIFONU&list=PL3C07EFB30FED05D8&feature=share&index=14](http://www.youtube.com/watch?v=paC_rnIFONU&list=PL3C07EFB30FED05D8&feature=share&index=14)

Contacts: You can email Rich or call him on[masked]. If you are lost and need directions please call the Albany direct on[masked]

There are Yoga mats available so don't worry about bringing one! But do please wear something loose!

Cheers Rich & Team

We're offering the most amazing Yoga and Wellness retreats. More details coming soon! (<http://www.meetup.com/creativeyogalondon/events/210834752/>)

<http://youtu.be/KZC5Uohqykc?list=PL7QF7hTWGiSax51X3qqvIhNI1u8rq4ctU>

Visit our meetup: Creative Yoga (<http://www.meetup.com/creativeyogalondon>)

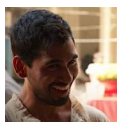
Visit our website: Creative Yoga London (<http://www.creativeyogalondon.co.uk/>)

Facebook: Creative Yoga London & Richard Brook Acupuncture (<https://www.facebook.com/RichardBrookHolistic>)

Twitter @Creativeyoga (<https://twitter.com/CreativeYoga>)

## Attendees (2)

[See all](#)



  
  
Co-organizer



  
  
Organizer

















**THE ALBANY CLUB**  
**WEEKLY REVENUE FILE**

leo confirmed for april

Target £2500	Who	Where/When	At Rate of:	29-Dec-14	05-Jan-15	12-Jan-15
<b>GYM</b>						
			£20.00	£0.00	£0.00	£0.00
			£15.00	£0.00	£0.00	£0.00
			£20.00	£375.00	£375.00	£375.00
			£15.00	5 £75.00	12 £180.00	13 £195.00
			£20.00	£0.00	£0.00	9 £180.00
			£15.00	£0.00	£0.00	£0.00
			£20.00	£0.00	8 £160.00	15 £287.50
			£20.00	1 £20.00	1 £20.00	1 £20.00
			£20.00	£0.00	7 £140.00	9 £180.00
			£20.00	£0.00	9 £180.00	5 £100.00
			£20.00	£0.00		
			£20.00	£0.00	1 £20.00	1 £20.00
			£20.00	£0.00	£0.00	£0.00
			£20.00	£0.00	1 £20.00	3 £60.00
			£20.00	£0.00	£0.00	£0.00
			£20.00	£0.00	£0.00	£0.00
			£15.00	£0.00	£0.00	1 £20.00
			£20.00	£0.00	£0.00	£0.00
			£20.00	£0.00	£0.00	£0.00
			£100.00	£0.00	4 £400.00	4 £400.00
			£130.00	£0.00	1 £130.00	1 £130.00
			£0.00	£0.00	£0.00	£0.00
				£0.00	£0.00	£0.00
<b>Total Trainers</b>				6 £470.00	44 #####	62 #####
<b>Target £500</b>						
<b>TREATMENT ROOM</b>						
			£15.00	£0.00	1 £15.00	1 £15.00

My Physiolondon Ltd	Naomi Flood		£15.00		£0.00		£0.00	2	£30.00
			£15.00		£0.00		£0.00		£0.00
			£15.00		£0.00		£0.00		£0.00
			£20.00		£0.00		£0.00	4	£80.00
			£15.00		£0.00		£0.00		£0.00
			£15.00		£0.00		£0.00		£0.00
			£20.00		£0.00		£0.00	1	£20.00
In House			£15.00		£0.00		£0.00		£0.00
			£15.00		£0.00		£0.00		£0.00
<b>Total Treatment Rooms</b>				<b>0</b>	<b>£0.00</b>	<b>1</b>	<b>£15.00</b>	<b>8</b>	<b>£145.00</b>
<b>Target £1500pw</b>									
<b>STUDIO</b>									
CHEK	Gabby	Studio	£360.00		£0.00		£0.00		£0.00
drop a dress size tues /thurs			£41.66		£0.00	1	£41.66	2	£83.32
drop a dress size events			£41.66		£0.00		£0.00		£0.00
Future Fit		Studio	£250.00		£0.00		£0.00	2	£500.00
Jujitsu (Fri)			£30.00		£0.00		£0.00		£0.00
Jujitsu (Mon & Wed)			£41.67		£0.00	2	£83.34		
yogasphere 1 1/4 hr thurs 6.30 /fri 6.00			£52.09		£0.00	2	£104.18	2	£104.18
Yogasphere mornings (730am)			£30.00		£0.00		£0.00	2	£60.00
yogashere530			£30.00		£0.00		£0.00		
Yogasphere mon/wed/ 6.30			£41.67		£0.00	2	£83.34	2	£83.34
whitelightunlimited - Yoga		total					£166.66		£137.50
Whitelightunlimited - Yoga		mon 7.30-9.30	£41.67		£0.00		£0.00		£0.00
Whitelightunlimited - Yoga		Tues 7.30-9.00	£62.49		£0.00	1		1	
whitelightunlimited - Yoga studio		wed 530-6.30	tbc						
whitelightunlimited - Yoga studio		wed 7.30-8.30	£41.67						
whitelightunlimited - Yoga classroom		wed 6-7	tbc						
whitelightunlimited-yoga classroom		wed 7.30-8.30	tbc						
Whitelightunlimited - Yoga		Fri 7.30-8.30	£41.67		£0.00		£0.00		£0.00
Whitelightunlimited - Yoga		Sun	£41.67		£0.00				
Whitelightunlimited - Yoga					£0.00		£0.00		£0.00
Whitelightunlimited - Yoga					£0.00		£0.00		£0.00
yoga london			£200.00		£0.00	2	£416.66		£0.00
atmadaya event			£41.67		£0.00		£0.00		£0.00
toral shah			£41.67		£0.00		£0.00		£0.00

**THE ALBANY CLUB**  
**WEEKLY REVENUE FILE**

leo confirmed for april

Target £2500	Who	Where/When	At Rate of:	29-Dec-14	05-Jan-15	12-Jan-15			
<b>GYM</b>									
			£20.00		£0.00	£0.00		£0.00	
		(double sessions)	£15.00		£0.00	£0.00		£0.00	
			£20.00		£375.00	£375.00		£375.00	
		n (Employees) matt	£15.00	5	£75.00	12	£180.00	13	£195.00
			£20.00		£0.00	£0.00	9	£180.00	9
		(Double)	£15.00		£0.00	£0.00		£0.00	
			£20.00		£0.00	8	£160.00	15	£287.50
			£20.00	1	£20.00	1	£20.00	1	£20.00
			£20.00		£0.00	7	£140.00	9	£180.00
			£20.00		£0.00	9	£180.00	5	£100.00
			£20.00		£0.00				2
			£20.00		£0.00	1	£20.00	1	£20.00
			£20.00		£0.00		£0.00	£0.00	
			£20.00		£0.00	1	£20.00	3	£60.00
			£20.00		£0.00		£0.00	£0.00	
			£20.00		£0.00		£0.00	£0.00	
			£15.00		£0.00	£0.00	1	£20.00	2
			£20.00		£0.00	£0.00	£0.00	£0.00	
			£20.00		£0.00	£0.00	£0.00	£0.00	
			£100.00		£0.00	4	£400.00	4	£400.00
			£130.00		£0.00	1	£130.00	1	£130.00
			£0.00		£0.00	£0.00	£0.00	£0.00	
					£0.00	£0.00	£0.00	£0.00	
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My PhysioloLondon Ltd	Naomi Flood		£15.00		£0.00		£0.00	2	£30.00	
			£15.00		£0.00		£0.00		£0.00	
			£15.00		£0.00		£0.00		£0.00	
			£20.00		£0.00		£0.00	4	£80.00	
			£15.00		£0.00		£0.00		£0.00	
			£15.00		£0.00		£0.00		£0.00	
			£20.00		£0.00		£0.00	1	£20.00	
			£15.00		£0.00		£0.00		£0.00	
			£15.00		£0.00		£0.00		£0.00	
<b>Total Treatment Rooms</b>				<b>0</b>	<b>£0.00</b>	<b>1</b>	<b>£15.00</b>	<b>8</b>	<b>£145.00</b>	<b>0</b>
<b>Target £1500pw</b>										
<b>STUDIO</b>										
CHEK		Studio	£360.00		£0.00		£0.00		£0.00	
drop a dress size tues /thurs			£41.66		£0.00	1	£41.66	2	£83.32	2
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yogasphere 1 1/4 hr thurs 6.30 /fri 6.00			£52.09		£0.00	2	£104.18	2	£104.18	2
Yogasphere mornings (730am)			£30.00		£0.00		£0.00	2	£60.00	2
yogashere530			£30.00		£0.00		£0.00			1
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Whitelightunlimited - Yoga		Tues 7.30-9.00	£62.49		£0.00	1		1		
whitelightunlimited - Yoga studio		wed 530-6.30	tbc							
whitelightunlimited - Yoga studio		wed 7.30-8.30	£41.67							
whitelightunlimited - Yoga classroom		wed 6-7	tbc							
whitelightunlimited-yoga classroom		wed 7.30-8.30	tbc							
Whitelightunlimited - Yoga		Fri 7.30-8.30	£41.67		£0.00		£0.00		£0.00	
Whitelightunlimited - Yoga		Sun	£41.67		£0.00					
Whitelightunlimited - Yoga					£0.00		£0.00		£0.00	
Whitelightunlimited - Yoga					£0.00		£0.00		£0.00	
yoga london			£200.00		£0.00	2	£416.66		£0.00	2
atmadaya event			£41.67		£0.00		£0.00		£0.00	
toral shah			£41.67		£0.00		£0.00		£0.00	1

## Adam Wilkinson

---

**From:** [REDACTED]  
**Sent:** 05 July 2010 17:54  
**To:** [REDACTED]  
**Subject:** Lifesmart

Hi again

Dear Christine:

Please would you replace the gym membership section with the following copy and then go live.

Thanks

Steve

### **Lifesmart Gym Membership.**

Lifesmart offers a range of flexible gym membership options to ensure that becoming a member is straightforward, offers value for money, and most importantly, is suited to your specific needs. Furthermore, membership numbers are carefully controlled to ensure that you enjoy an unrivalled level of privacy and calm.

**Monthly Gym Membership** – Three months initial membership with a monthly rolling contract thereafter. Payable via direct debit.

**Annual Gym Membership** – Renewable annually. Payable by card or direct debit.

**Short Term Gym Membership** – A fixed weekly rate with no contractual period tie-in. Especially suited to those who are visiting London short term and want extensive use of our facilities and services.

**Country Gym Membership** - Allows for occasional access to Lifesmart over a period of up to a year. This is ideal for those who travel and find themselves in London from time to time looking for Gym and fitness facilities.

**Corporate Gym Membership** - Individually structured, priced and packaged to meet your specific needs.

All members are asked to undertake an initial biomechanical assessment and personal training session, and you are encouraged to have at least one personal training session per month thereafter to ensure safe progress.

Opening hours are:

Monday to Friday 7am to 9pm

Saturday 9:30am-5pm

Sunday 10:30am-2pm.

We believe the quality of training is strongly influenced by the quality of the environment and facilities provided. We have taken great care to ensure that each individual feels at home and is provided with the highest of standards throughout the club. Our equipment has been designed with optimal biomechanics in mind, and with each machine fully adjustable across multiple planes of motion, they allows for truly bespoke exercise tailored to fit needs.

If you are interested in joining the Lifesmart Gym, please call a member of the team for an introductory appointment.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[www.kenwright.com](http://www.kenwright.com)

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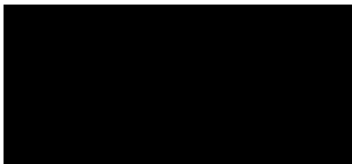
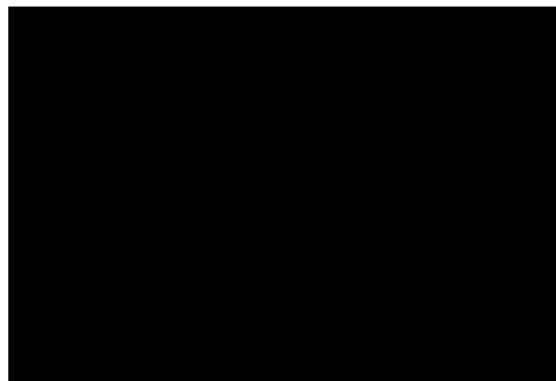
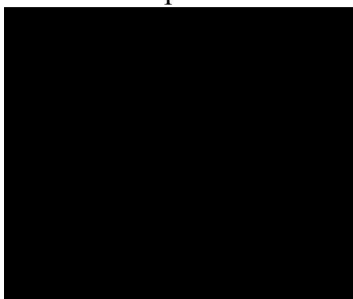




## C.H.E.K Europe Rental Agreement

### C.H.E.K Institute

CHEK Europe  
CHEKshop LTD



### C.H.E.K Europe is requesting use of the following facilities:

(Check all that apply)	(Start to End Date)	(Daily Time)
<input checked="" type="checkbox"/> 1 <sup>st</sup> floor studio	<u>3-5 Feb 2012</u>	<u>08:00 to 19:00</u>

### I (We) understand and agree to adhere to the following stipulations and requirements:

1. The C.H.E.K Europe (herein called "the Grantee") and: **The Albany** (herein called "the Grantor"), reserve the right to mutually terminate the agreement up to 30 days prior to the course start date, (written or verbal)

### Grantor Facility Rental Fee

(Check all apply)	(Rental Fee)
<input checked="" type="checkbox"/> All Inclusive Fee	<u>£960 (excluding snacks)</u>

**CHEK Europe Limited - Registered in England and Wales, Company number 6814959**

**Mailing address:** CHEK Europe, Goodyear Business Park, 12a New Street, Mawdesley,  
Nr Ormskirk, Lancashire L40 2QP

**Tel:** (+44) 0870 4890163 **Fax:** (+44) 01924 667192

**E-mail:** info@chekeurope.com **www.CHEKeurope.com**



**CHEK EUROPE Ltd**  
with **CHEK SHOP Ltd**  
Authorised Distributors for C.H.E.K Institute

**Additional Equipment and Service Requested:**

- X **Set-up ready for 8am on Friday**
- X **Chairs** Quantity needed: 1 per student- **14 in total**
- X **Tables** Quantity needed: 1 per 2 students - **7 in total**
- X **Audio/Visual Equipment - The Albany to provide projector, flipchart and screen**
- X **Beverage/Organic Snack - to be provided by CHEK Europe**
- X **Water**
- X **CHEK Europe Swiss balls left at the Albany in Nov 2011 to be pumped up ready for use**

\_\_\_\_\_ **Initial:** Permission is hereby granted to the GRANTEE for the use of **The Albany Club Premises** for a **HLC1** Advanced Training Program Module for **3** Days during the period commencing on 4 November to and conclude 6 November from 8am to 7pm daily.

\_\_\_\_\_ **Initial:** There will be space exclusively for use as the classroom, equipped with tables, chairs, and audio/visual equipment. Instructor(s), (no more than **1**) and students, (no more than **30**), will have non-exclusive access to facility fitness centre as needed during the class.

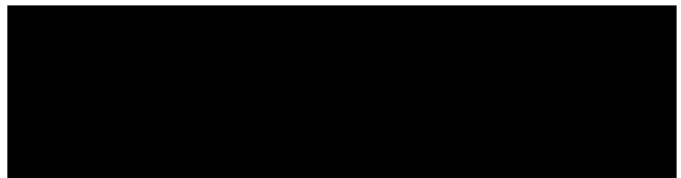
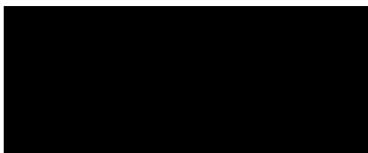
\_\_\_\_\_ **Initial:** Facility use fee of £960 includes: Utilities; set-up; A/V; tables; chairs; water; snacks; classroom area.

**The Albany (Grantor)**

\_\_\_\_Anna-Marlene Wirtz\_\_\_\_

Dated: \_\_16-01-12\_\_\_\_\_

**C.H.E.K Europe (Grantee)**



**CHEK Europe Limited - Registered in England and Wales, Company number 6814959**

**Mailing address:** CHEK Europe, Goodyear Business Park, 12a New Street, Mawdesley, Nr Ormskirk, Lancashire L40 2QP

**Tel:** (+44) 0870 4890163 **Fax:** (+44) 01924 667192

**E-mail:** info@chekeurope.com **www.CHEKeurope.com**

## Adam Wilkinson

---

**From:** [REDACTED]  
**Sent:** 07 October 2010 11:06  
**To:** [REDACTED]  
**Subject:** Weekend and Evening cover

Morning Steve,

I hope everything went well last night.

Please see my thoughts below on cover for the club in my absence next Monday and Tuesday, I will discuss this with you later today when we meet.

Brett is able to cover Monday and Tuesday next week whilst I am away. Would you be happy to agree to a pro rata of his previous salary as we have done previously.

Brett is unable to cover any weekend for the next 2 months. As an alternative I have spoken with TJ whom I trust. He is happy to cover weekends whilst Future Fit courses and trainers need access to the club.

Trainers need access to the club from 7am to 9pm, whilst I agree that we should give them keys I would prefer to do this once they have been with us for a few months. As suggested TJ can cover between 7pm – 9pm Monday to Thursday as well as weekends.

I will hopefully get the chance to discuss this with you in more detail when we meet later.

Best

Kevin

## Adam Wilkinson

---

**From:** [REDACTED]  
**Sent:** 16 August 2010 13:10  
**To:** [REDACTED]  
**Subject:** RE:

Hi Emily,

Brett's hours this week are:

Tuesday: 7am – 6pm  
Wednesday: 7am – 2pm  
Thursday: 7am – 6pm  
Friday: 7am – 2pm

If Bill would like to train outside of these times I will do my best to cover the sessions with Chris who trained him Friday.

Thanks

Kevin

---

**From:** [REDACTED]  
**Sent:** 16 August 2010 13:00  
**To:** [REDACTED]  
**Subject:** RE:

Hey Kevin,

I have asked him already today and he said he would get back to me. Although I am thinking that he will want one tomorrow morning. But I will confirm this.

Are there any times that aren't possible? Or when Brett isn't there and you have to get in someone else?

Thanks

Emily

---

**From:** [REDACTED]  
**Sent:** 16 August 2010 12:56  
**To:** [REDACTED]  
**Subject:**

Hi Emily,

I hope you had a lovely weekend.

Please do let me know if Bill would like to arrange any training sessions this week.

Many thanks

Kevin

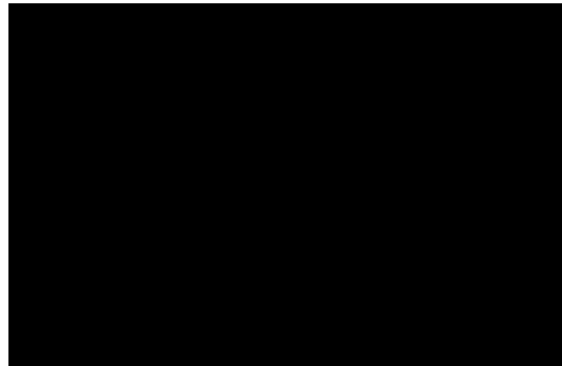
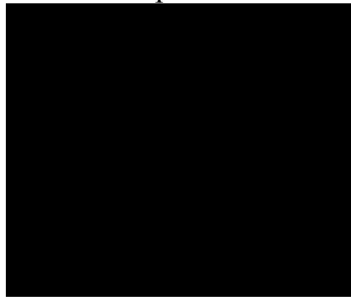




## C.H.E.K Europe Rental Agreement

### C.H.E.K Institute

CHEK Europe  
CHEKshop LTD



### C.H.E.K Europe is requesting use of the following facilities:

(Check all that apply)	(Start to End Date)	(Daily Time)
<input checked="" type="checkbox"/> 3 <sup>rd</sup> floor classroom	15-19Feb 2012	08:00 to 19:00

### I (We) understand and agree to adhere to the following stipulations and requirements:

- The C.H.E.K Europe (herein called "the Grantee") and: **The Albany** (herein called "the Grantor"), reserve the right to mutually terminate the agreement up to 30 days prior to the course start date, (written or verbal)

### Grantor Facility Rental Fee

(Check all apply)	(Rental Fee)
<input checked="" type="checkbox"/> All Inclusive Fee	<u>£1,600</u>

**CHEK Europe Limited - Registered in England and Wales, Company number 6814959**

**Mailing address:** CHEK Europe, Goodyear Business Park, 12a New Street, Mawdesley,  
Nr Ormskirk, Lancashire L40 2QP

**Tel:** (+44) 0870 4890163 **Fax:** (+44) 01924 667192

**E-mail:** info@chekeurope.com **www.CHEKeurope.com**



**Additional Equipment and Service Requested:**

- X **Set-up ready for 8.30am on Wednesday**
- X **Chairs** Quantity needed: 1 per student- **12 in total**
- X **Tables** Quantity needed: 1 per 2 students - **6 in total**
- X **Audio/Visual Equipment - The Albany to provide projector, flipchart and screen**
- X **Water**

\_\_\_\_\_ **Initial:** Permission is hereby granted to the GRANTEE for the use of **The Albany Premises** for a **HLC1** Advanced Training Program Module for **3** Days during the period commencing on 4 November to and conclude 6 November from 8am to 7pm daily.

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\_\_\_\_\_ **Initial:** Facility use fee of £1,600 includes: Utilities; set-up; A/V; tables; chairs; water; snacks; classroom area.

**The Albany (Grantor)**

\_\_\_\_\_

Dated: \_\_\_\_\_

**C.H.E.K Europe (Grantee)**

\_\_\_\_\_

Dated: \_\_\_\_\_

**CHEK Europe Limited - Registered in England and Wales, Company number 6814959**

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**E-mail:** info@chekeurope.com **www.CHEKeurope.com**

## Adam Wilkinson

---

**From:** [REDACTED]  
**Sent:** 04 April 2011 14:22  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** FW: Weekly Update  
**Attachments:** Albany Revenue 28Feb - 28March 2011 (2).xls

Hi Steve,

It was good to catch up Thursday evening.

Please see the update including last week.

### Update

- **Balance Physio** meeting went well on Friday as per the e-mail below. I will get back to them on measurements but wanted to clarify a weekly/monthly amount for rent that you feel is adequate?
- **KP** – I would like to proceed as per your offer of 3 days per week.
- **TJ** – Would like to proceed on the terms offered meaning he will be working 48 hours per week.
- **Sol** –Has agreed to cover where necessary but I wanted to clarify up to how many hours per week I can use him if necessary?
- **Luke Gray** – I am just waiting to hear back from him re the two of us meeting so we can introduce his trainers to the club.
- **Matting** – I am waiting for a quote to go under the cv equipment
- **CV equipment** - I am waiting for a quote from Sports Art with regards to bringing the equipment downstairs.

Best

Kevin

---

**From:** [REDACTED]  
**Sent:** 04 April 2011 11:07  
**To:** [REDACTED]  
**Subject:** RE: Friday Meeting

Morning Kevin,

Hope you had a good weekend?

Thanks once again for taking the time to show me round the other day. Further to our discussion I wanted to add that I really require from you the sq/ft and a price to begin to put a proposal together, I will speak to my directors but need both to move forward and discuss it any further as they will want details of both before we begin to put a proposal together. We would potentially be interested in the larger therapy room and small therapy room so a price and sq/ft for each separate room would be required if possible please?

Best regards,

Scott

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]



[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]



---

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To Discuss:

1. **Staffing**
  - KP daily/monthly rate
  - TJ & SF hours and hourly rate
  - Invoicing and payment date
  - Key holders
2. [REDACTED]
  - Fri meeting
  - Start date
  - Agreed rate and payment terms
3. **Ten Pilates**
  - Agreement signed?
  - Start date
  - Gym alteration- CV move
4. **The Rooms**
  - Initial agreement – 1 month lead into start time
  - Booking system / Logistics
  - April open evening & day to generate interest
5. **Other**
  - [REDACTED] from Balance Performance Physiotherapy
  - Website update
  - Opening hours 7am – 9pm Mon to Fri.
  - Opening hours 9am – 5pm Sat & Sun
  - Consultation room – flexible area?
  - Membership
  - Trainer cap
  - Courses cancellation

## Adam Wilkinson

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Scott

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]

Web: [www.balancephysio.com](http://www.balancephysio.com)  
Online shop: [www.shop.balancephysio.com](http://www.shop.balancephysio.com)  
Facebook: [www.facebook.com/BalancePerformanceLondon](https://www.facebook.com/BalancePerformanceLondon)  
Twitter: [www.twitter.com/BalancePhysio](https://www.twitter.com/BalancePhysio)

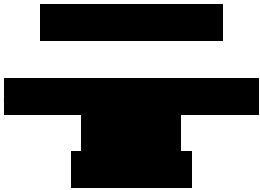


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  - Consultation room – flexible area?
  - Membership
  - Trainer cap
  - Courses cancellation



16/07/13

Invoice Number 004



<u>Description</u>	<u>Time-length</u>	<u>Rate</u>	<u>Qty</u>	<u>Net Cost</u>	<u>Date</u>
In house PT	6:30am-7:30am 1 hr	14.00	1	14.00	16/07/13

Electronic Payment Details  
BARCLAYS, Sort code: [REDACTED], Account No: [REDACTED]

Thank you.

GET IN TOUCH

# CONTACT

## WE'D LOVE TO HEAR FROM YOU

We know that everyone has their preferences, we'd just like you to say hi! So feel free to call us, mail us, or just drop in for a face-to-face chat, we'd love to hear about your goals and how we can help.



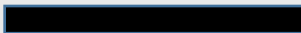
Call us today on **0203 214 5038**



For personal training & room bookings

[info@theengineroomlondon.com](mailto:info@theengineroomlondon.com)

For Press



Email us [shout@theengineroomlondon.com](mailto:shout@theengineroomlondon.com)



Pop in and see us at  
The Engine Room  
St Bedes Hall  
Off Albany Street  
London NW1 4EE

Walk straight up Albany Street from Gt Portland Street tube.

We are located in the side road next to 60 Albany Street. Turn left at the end of the road – we're in the church!



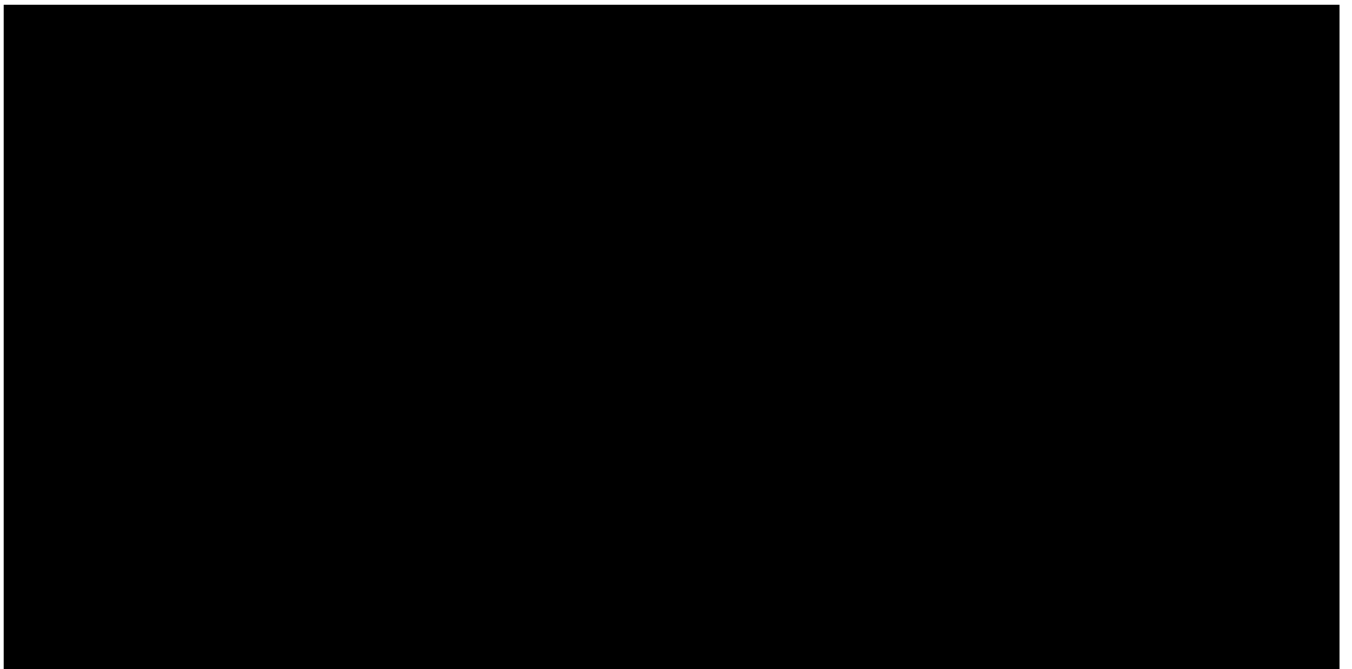
Monday – Friday 6am-10pm

Weekends 7am-6pm

I, [REDACTED] of [REDACTED] hereby  
**SOLEMNLY AND SINCERELY DECLARE** as follows:-

1. I am the Executive Director of the Bill Kenwright Limited group of companies, the senior manager responsible for the group's wide-ranging operations and strategy, including content production, theatre, film, sports, leisure and investments.
2. Having worked at Bill Kenwright Limited for almost 19 years (since September 2000) I have the privilege of working very closely with proprietor [REDACTED] and estimate I have been involved in some 200 theatre and film productions as well as numerous other projects. Charity work during (and related to) my Bill Kenwright Limited tenure includes five years as Chairman of children's charity Dreamarts and supporting the animal care and rehabilitation charity Mane Chance.
3. My role at Bill Kenwright Limited also includes Chief Executive Officer, The Albany Club, for 11 years (since September 2008) which business is situated at St Bede's Hall, Little Albany Street, London, NW1 4DY.
4. Bill Kenwright Limited acquired the St Bede's Hall Lease in September 2008 from the high street gym chain Fitness First, the use of which has since included a member's gym, personal training, fitness classes and other health and fitness services.
5. From the acquisition in 2008 until the present day, I have been directly involved in, and/or overseen, all operational matters relating to business conducted at St Bede's Hall on behalf of Bill Kenwright Limited. As such I am aware of, and have been responsible for, the opening hours of the venue throughout this time. The opening time has variously been advertised as between the hours of 6.00am and 7.30am throughout this period. In addition to the advertised opening times, the gym has been in use earlier from time to time for the purpose of personal training sessions and other services.

**AND** I make this Statutory Declaration conscientiously believing the same to be true by virtue of the Statutory Declarations Act 1835.



To Whom it May Concern

I hereby confirm that I worked at the Albany Club/St Bedes Hall between July 2012 and February 2017 and can confirm I taught early morning yoga classes and the gym was open from 6a.m.

Witnessed by

### FORECAST

WEEK	24-30 Aug						
DAY	TIME	Hrs	CLIENT	TYPE	Trainer/ Staff	Cost per Hour	Revenue
Mon 24	7:00-8:00	1	[REDACTED]	PT	AL	£75.00	£75.00
Mon 24	8:00-9:00	1	[REDACTED]	PT	DC	£85.00	£85.00
Mon 24	18:00-19:00	1	[REDACTED]	PT	DC	£75.00	£75.00
		3					£235.00
Tues 25	7:00-8:00	1	[REDACTED]	PT	DC	£75.00	£75.00
Tues 25	7:00-8:00	1	[REDACTED]	PT	AL	£75.00	£75.00
Tues 25	13:00-14:00	1	[REDACTED]	PT	DC	£75.00	£75.00
Tues 25	15:00-16:00	1	[REDACTED]	PT	DC	£75.00	£75.00
Tues 25	17:00-18:00	1	[REDACTED]	PT	DC	£75.00	£75.00
		5					£375.00
Wed 26	8:00-9:00	1	[REDACTED]	PT	DC	£75.00	£75.00
Wed 26	9:30-10:30	1	[REDACTED]	PT	DC	£75.00	£75.00
		2					£150.00
Thurs 27	6:30-7:30	1	[REDACTED]	PT	DC	£75.00	£75.00
Thurs 27	14:00-15:00	1	[REDACTED]	PT	DC	£85.00	£85.00
Thurs 27	17:00-18:00	1	[REDACTED]	PT	DC	£75.00	£75.00
		3					£235.00
Fri 28	13:00-14:00	1	[REDACTED]	PT	DC	£75.00	£75.00
		1					£75.00
Sat 29							
<b>TOTAL</b>		<b>14.0</b>					<b>£1,070.00</b>

AL - Andrea Lawrence



Spa & Treatments

Personal Training  
& Classes



Therapists &  
Practitioners



Courses, Workshops  
& Retreats



Hires &  
Rentals



## Welcome to The Albany Club

0203 214 5038

### News & Events



[www.myhealthcentre.com](http://www.myhealthcentre.com)

*"Looking beyond the obvious luxurious setting, which is an oasis of calm in the middle of what can be a bustling city, The Albany Club provides me an opportunity to train at my own pace... "*

[Read more like this >>](#)

The Albany Club is London's most unique and complete luxury health and fitness centre, located in a converted church. We offer a wide range of facilities and services including: integrated Health and Fitness Programmes; Gym Memberships; Spa Treatments; Personal Training; Consultations with Physicians and Specialists; Classes and Workshops and so much more...

Situated near Regents Park, with private parking for clients and excellent public transport links, our luxurious 6,500 square foot centre of excellence is equipped to the highest specification whilst offering a warm and relaxed, home-from-home atmosphere.

The Albany can cater for all your needs: whether you wish to improve your health, boost your fitness levels, address your lifestyle or deal with specific challenges or ailments, we are perfectly positioned to help ensure you achieve real, lasting results - inspiring, guiding and supporting you every step of the way.

We operate a private members club as well as offering services and solutions on a more informal basis, and we only rely upon our in-house team or approved practitioners, so you can count on The Albany whatever your needs.

### The Albany Club

St Bedes Hall  
Little Albany St (Off Albany St)  
London NW1 4DY

(For directions on SatNav please use  
NW1 4EE)

[Email Us](#)

[Facebook](#)

[Twitter](#)

[Map and Directions](#)

### Opening Times

Monday - Friday 7am - 9pm

Saturday - Sunday 9am - 6pm

Appointments & enquiries 10am - 6pm

Out of hours by appointment



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**The Engine Room** added a new photo to the album Timeline  
Photos.  
15 May 2018 · 🌐

T-minus two days until we bring the people of London our revolutionary rowing technology at Lululemon Marylebone! 🇬🇧

Join us at:

Thurs: 6pm  
Fri: 8am  
Sat: 10.30am  
Sun: 11am  
Tues: 8am

#ThoseThatRowKnow



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**Becky Comer**  
25 September 2018 at 04:13 · 🌐

This looks amazing!

2 10 comments

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The Engine Room

22 May 2018

Swing by Lululemon in Marylebone this week to sample our new approach to rowing for FREE! Class timetable below:

- Tuesday 22nd 8am
- Thursday 24th 6pm
- Friday 25th 8am
- Saturday 26th 10.30am
- Sunday 27th 11am
- Tuesday 29th 8am

Simple email [chris@shapingchange.com](mailto:chris@shapingchange.com) to book your space! Limited availability.



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Becky Comer

25 September 2018 at 04:13

This looks amazing!

2 10 comments

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Get reviewed: The Engine Room Pop-Up in Lululemon Marylebone, locally via



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**The Engine Room**  
22 May 2018 · 🌐

Jeff tells us exactly what he got out of last weeks bootcamp class at LuluLemon Marylebone. Remaining classes:

- Thursday 24th 6pm
- Friday 25th 8am
- Saturday 26th 10.30am
- Sunday 27th 11am
- Tuesday 29th 8am

Email [chris@shapingchange.co.uk](mailto:chris@shapingchange.co.uk) to book your spot!



2

38 views

Like Comment Share



**The Engine Room**  
22 May 2018 · 🌐

Swing by Lutulemon in Marylebone this week to sample our new approach to rowing for FREE! Class timetable below:

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Simple email [chris@shapingchange.com](mailto:chris@shapingchange.com) to book visit space! Limited availability.

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disappointment.  
45w

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**The Engine Room** added a new photo to the album Timeline Photos.  
23 May 2018 · 🌐

Join the team with rowing world champion @matthewtarrant taking you through our new concept of rowing at @lululemonuk Marylebone. Check out our timetable below and email info@theengineroomlondon.com to book!

Thursday 24th 6pm  
Friday 25th 8am  
Saturday 26th 10.30am  
Sunday 27th 11am  
Tuesday 29th 8am

**Visitor Posts**

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25 September 2018 at 04:13 🌐

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👍 2      💬 10 comments



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Friday 25th 8am



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@TheEngineRoom

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**Becky Comer**  
25 September 2018 at 04:13  
This looks amazing!  
2 10 comments

**The Engine Room**  
25 November 2018  
NEW CLASS SCHEDULE  
Starting tomorrow!  
6.30am, 6.30pm and 30 min lunch classes will now be available...  
See more



Places > London, United Kingdom > Sport & recreation > Gym/Physical fitness centre > The Engine Room > Posts

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Keep updates on our personal performance metrics secure by pinning it



09/08/13

Invoice Number 001



<u>Description</u>	<u>Date</u>	<u>Time-Length</u>	<u>Rate</u>	<u>Qty</u>	<u>Net Cost</u>
In house PT	26 <sup>th</sup> July	6:00am-7:30	29.35	1	29.35
In house PT	2 <sup>nd</sup> August	6:00am-7:30	29.35	1	29.35
In house PT	9 <sup>th</sup> August	6:00am-7:30	29.35	1	29.35

Electronic Payment Details  
BARCLAYS, Sort code: [REDACTED], Account No: [REDACTED]

Thank you.

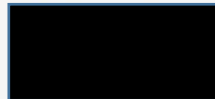
Great Portland Tube to Shaping Change Directions:



Triton Square/ Regents Place to Shaping Change Directions:



CONTACT US



0203 214 5038  
hello@shapingchange.co.uk

Mon-Fri: 06.00 - 21.00  
Sat-Sun: 08.30 - 18.00

INFORMATION

- [TERMS & CONDITIONS](#)
- [TERMS OF SERVICE](#)
- [PRIVACY POLICY](#)
- [SITMAP](#)

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Reg No: 07932886  
Vat No: 141936708

Reg address:  
52 Great Eastern Street  
London  
EC2A 3EP



## Location Hire Agreement

### General Terms and Conditions of Filming

AGREEMENT DATED: TUESDAY 11<sup>TH</sup> FEBRUARY 2014

#### 1. DEFINITIONS AND INTERPRETATIONS

- The Client:** The Albany Club, St Bede's Hall, Little Albany Street, London, NW1 4DY
- The Agent:** The Location Collective Limited trading as The Collective whose registered company number is 6134012 and whose trading offices are at 7-8 Jeffreys Place, Camden, London, NW1 9PP and whose registered address is Horley Green House, Horley Green Road, Halifax, West Yorkshire HX3 6AS
- The Licensee:** Uber Digital, 7 – 15 Rosebery Avenue, London, EC1R 4SP
- Licensee's Parties:** shall mean all of its owners, directors, employees, agents, representatives, independent contractors and suppliers
- The Premises:** those parts of the Property to which access is granted to the Licensee under this Agreement, as set out in the Hire Schedule (Appendix I)
- The Property** The Albany Club, St Bede's Hall, Little Albany Street, London, NW1 4DY
- The Production:** Biomet
- Location Hire Fee:** **As defined within Payment Schedule (Appendix II)**
- Deposit:** **As defined within Payment Schedule (Appendix II)**
- Hire Period:** Thursday 13<sup>th</sup> February 2014

#### 2. GENERAL TERMS AND CONDITIONS OF HIRE

- 2.1 This document constitutes the entire agreement between the Licensee and the Client and the parties hereto intend to be bound by the terms and conditions set out below in which the Licensee will be permitted to use specified areas in and around the Property (the "Premises") for filming/photography of the Production as defined within this Agreement and the Hire Schedule (Appendix I).
- 2.2 The Licensee is permitted access to the Premises on the times and dates as defined in the Hire Schedule (Appendix I) subject to the payment of the Location Hire Fee as per the instructions set out within the Payment Schedule (Appendix II) in addition to any other fees stated elsewhere within this Agreement.
- 2.3 The Licensee will not be permitted to access the Premises if they have not paid the agreed Location Hire Fee and Deposit to the Agent as defined within the Payment Schedule (Appendix II).
- 2.4 There is no intention that the parties will create a relationship of Landlord and Tenant under this Agreement.

#### 3. RIGHTS

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- 3.1 In consideration of the payment of the Location Hire Fee set out in the Payment Schedule (Appendix II) the Client grants the Licensee access to those parts of the Premises defined in the Hire Schedule (Appendix I) and any attached Plans of the Property to film, photograph and record by way of video-tape and/or audio recording such parts of the interior and exterior and contents of the Premises as agreed between the Client and the Licensor and to bring on to the Premises such persons and equipment as the Licensee requires for that purpose.
- 3.2 The Client acknowledges that the Licensee owns all copyright and other intellectual property rights in all media and anywhere in the world in all films, video- or audio- recordings or photographs made by or on behalf of the Licensee in the Premises (the "Material"). For the avoidance of doubt the Licensee is not permitted to film, photograph or record beyond those areas defined as the Premises and described in the Hire Schedule (Appendix I)
- 3.3 The Client acknowledges that nothing in this Agreement shall obligate the Licensee to actually utilise the Premises or to exploit the Production and/or, the Material.
- 3.4 In granting the rights granted to the Licensee in this Agreement the Client confirms that it will make no claim against the Licensee or the Licensee's Parties in respect of defamation or invasion of privacy or otherwise.
  - 3.4.1 Such release of liability does not extend to any filming or photography beyond those agreed areas of access described in the Hire Schedule (Appendix I);
- 3.5 The Licensee shall be entitled to identify the Premises by its true name or by a fictitious name (no matter how the foregoing is depicted or portrayed) in connection with any exercise of rights granted to or otherwise vested in the Licensee hereunder, including, without limitation, in connection with the development, production, advertisement, publicity, promotion and other exploitation of the Production and/or the Material, in any languages, formats and media whether now known or hereafter created throughout the universe in perpetuity.
- 3.6 The Client shall not interfere with the Licensee's filming and neither the Client nor any person for whom the Client is responsible will take any photographs or recordings of the Licensee's activity at the Premises, or of any personnel engaged on the Production and the Client shall not authorise any third party to interfere or take photos or recordings.
- 3.7 The Client shall not use, authorize, issue, confirm or deny any statements, interviews, news articles, press releases, publicity or other information of any kind regarding the Licensee, any of the Licensee's and Licensee's Parties, this Agreement, the Production and/or the Material. The Client shall not make use of the Licensee's name for any commercial purpose without the Licensee's prior written consent
- 3.8 The Client shall not at any time discuss or post any information, photographs, footage or reference relating or alluding to the Production or any element thereof (including its production) or the affairs of the Licensee or any of the Licensee's Parties on any website or other internet enabled publishing platform, including but not limited to Facebook, Twitter and MySpace.

**4. OBLIGATIONS OF THE CLIENT**

- 4.1 The Client permits the Licensee and the Licensee's Parties to enter upon and use those parts of the Premises as outlined in the Hire Schedule (Appendix I) attached for the sole purpose of implementing the Production in accordance with the terms of this Agreement.
- 4.2 The Client has disclosed and undertakes to disclose as soon as it becomes aware of any hidden dangers of which it has actual or implied knowledge and which affect any part of the Property and/or Premises to be accessed by the Production.

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- 4.2.1 Subject as provided above, the Client gives no warranty that the Premises are fit for the purposes contemplated by this Agreement and accepts no liability regarding the Premises being fit for the purposes contemplated by this Agreement.
- 4.2.2 The Licensee must use and rely upon its own judgment as to the suitability of the Premises or any part of them and such services or facilities that the Client may agree to provide.
- 4.3 The terms and conditions of this Agreement shall remain in full force and effect during any extended period that the Client grants permission for the completion of the Production.
- 4.4 The Client warrants, that it has the absolute right to grant to the Licensee the rights set out in clause 3 including without limitation in respect of names, signs and identifying insignia, fixtures, personal property, logos, trademarks, slogans and the like depicted in, on or about the Premises,
- 4.5 The Client agrees that the Licensee has the exclusive right and licence to enter and make use of all areas within the Premises and for the times and dates as set out in the Hire Schedule (Appendix I), free of interruption by the Client to implement the Production for the purposes contemplated by this Agreement except as outlined in Clause 4.7 or unless otherwise agreed in advance in writing and such agreement to form part of this Agreement as set out in the Hire Schedule (Appendix I) below.
- 4.6 In the event of any breach by the Licensee of any of its obligations under this Agreement, the Client's rights and remedies shall be limited to the right to recover damages and to exclude the Licensee from the Premises but in no event shall the Client be entitled to seek to injunct or restrain the production, distribution, broadcast or other exploitation of the Production, subject to payment in full of the Location Hire Fee and any Overrun fees as defined in the Payment Schedule (Appendix II) due to the Client hereunder.
- 4.7 The Client (and anyone authorised by the Client) has the right to enter the Premises:
  - 4.7.1 during the times stated within the Hire Schedule within the field 'Surveys' or on 'non-filming days' with a minimum of 24 hours notice (with or without equipment and vehicles) to carry out non-intrusive and intrusive surveys and for inspecting, measuring, holding site visits and carrying out investigative surveys and for any other reasonable purpose provided that the person or persons exercising such rights cause as little damage as reasonably possible, and do not disrupt the production of the Production and make good any damage caused as soon as is reasonably practicable.
  - 4.7.2 at any time without notice (with or without equipment or vehicles) to respond to emergencies where such action is essential.
- 4.8 Subject to the proviso of this clause the Client agrees to allow the Licensee to return to the Premises to further implement the Production on such dates and times to be mutually agreed and on the same terms as this Agreement provided that;
  - 4.8.1 the Client is not aware of any complaint by third parties regarding the Licensee's use of the Premises.
  - 4.8.2 a continuation of the Production would not mean conflict with the Clients development or other plans at the Premises at the Clients discretion
  - 4.8.3 so long only as the Client continues to have the ability and power to enter into such new agreement.
  - 4.8.4 the Licensee is not in material breach of this Agreement
  - 4.8.5 this Agreement does not affect the Client's successors and assigns.
  - 4.8.6 the definition of Production does not include sequels, additional series and 'spin off' or associated programmes.

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- 4.9 The Client hereby indemnifies and holds harmless the Licensee's and Licensee's Parties from and against any and all claims, loss, costs, damages, liabilities and expenses (including legal fees and disbursements) arising out of or in connection with any breach, non-performance or non-observance of the Client's obligations, representations, warranties and agreements hereunder.

**5. OBLIGATIONS OF THE LICENSEE**

- 5.1 The Licensee agrees to make good forthwith to the reasonable satisfaction of the Client or pay the full cost of making good any damage or loss to the Premises arising out of the negligence, error or omission of the Licensee and that the Premises will be left in a condition as close as is reasonably practicable to that in which it was found subject to reasonable wear and tear and free from any rubbish resulting from the Licensee's use of the Premises.
- 5.1.1 The Client will notify to the Licensee in writing of any damage found on expiry or as soon as reasonably practicable after the completion of the Hire Period, or any over-run and that the Client believes the Licensee is liable for the damage.
- 5.1.2 the Client will provide the Licensee with all agreed quotes for any repairs and services required to reinstate the Premises in accordance with this Agreement within one month of the final date of the Hire Period.
- 5.2 Throughout the Hire Period, and during all of the Licensee's site surveys which take place after the Hire Period, the Licensee shall not;
- 5.2.1 load or use the floors, walls, ceilings or structure of the Premises so as to cause strain, damage or interference with the structural parts, load bearing framework, roof, foundations, joists and external walls of the Premises.
- 5.2.2 permit any drains to be obstructed by oil, grease or other deleterious matter but to keep the Premises and the drains serving the Premises and Property thoroughly cleaned.
- 5.2.3 allow any person to sleep in the Premises nor to use the Premises for residential purposes without prior written authorisation from the Client.
- 5.2.4 store any petrol or other specially inflammable, explosive or combustible substance within the interior spaces of the Premises.
- 5.2.5 overload the electrical installation or conducting media in, on or under the Premises.
- 5.2.6 obstruct any access routes, paths, gates or doorways to the Premises or Property.
- 5.3 The Licensee shall indemnify the Client in accordance with the terms and conditions of the Licensee's insurance cover for the Production, against any loss or damage to the Premises or Property and personal injury or death to any person resulting directly from a negligent act or omission by the Licensee's and Licensee's Parties in connection with its use of the Premises under this Agreement.
- 5.4 The Licensee shall on request provide evidence of sufficient insurance policies to cover its liabilities under this Agreement, including for the avoidance of doubt, Public Liability Insurance and insurances covering the risks set out in this Agreement to the value of £5,000,000.00 (five million pounds).
- 5.5 The Licensee undertakes, warrants and agrees with the Client not to use the Premises for filming which is considered obscene and defamatory under English Law.
- 5.6 The Licensee undertakes, warrants and agrees that during the course of the Hire Period they will prevent itself and any of the Licensee's Parties from acting in a manner which may cause nuisance or damage to any neighbour or passer by or bring the Premises or the Client into disrepute.

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- 5.7 Any overrun of production activity of any kind at the Premises will be subject to additional location hire fees as defined within the Payment Schedule (Appendix II) of this Agreement and payable within 5 (five) working days from receipt of a VAT invoice from the Agent.
- 5.8 The Licensee is solely responsible and liable for the safety and security of the Licensee's Parties for the duration of the Hire Period at the Premises, including any over-run period.
- 5.9 The Client accepts no liability for the loss of or damage to any goods left on the Premises or Property whether the property of the Licensee or the property of the Licensee's Parties and whether or not such loss or damage occurs during the permitted hours of the Hire Period. Any property that is left at the Premises or Property is left entirely at the risk of the owner of such property.
- 5.10 The Licensee will use best endeavours to inform those local tenants, residents and/or businesses that the Licensee might reasonably be aware of and that might reasonably be affected by the Licensee's use of the Premises.
- 5.10.1 The Licensee will endeavour to keep noise levels at the Premises to a reasonably acceptable level bearing in mind the usual use of the Premises and the surrounding neighbourhood between the hours of 22:00hrs and 07:00hrs including but not restricted to minimising the noise from a generator and/or running motor(s).
- 5.10.2 If the Client or Agent receives repeated valid complaints at the Premises from local tenants, residents and / or businesses this will be considered a breach of contract and access to the Premises may be terminated if this breach is not reasonably remedied.
- 5.10.3 The Licensee will make reasonable provision for informing local tenants, residents and/or businesses in writing of any engagements either itself, Client or Agent feels would seriously impact on the day-to-day activities of any of these third parties
- 5.11 The Licensee and the Licensee's Parties will not do anything which might render void or voidable the insurance of the Client on the Property.
- 5.11.1 The Licensee will not knowingly trespass into any part of the Property which is not part of the Premises as defined in the Hire Schedule (Appendix I)]
- 5.12 The Licensee is not permitted to smoke or drink, whether alcoholic, non-alcoholic or other liquids (except for bottled water) inside or immediately around the Premises or Property except as may be required by actors in accordance with the film script and then only under the direct supervision of the signatory (or a qualified representative) of this Agreement and approved in advance by the Client.
- 5.12.1 Cigarettes buckets are to be provided by the Licensee for permitted smoking in designated outside areas of the Property which are all to be removed from site by the Licensee at the end of the Hire Period.

**6. NOTICES**

- 6.1 Without prejudice to the right to serve notices by any other means, any notice served under this Agreement shall be in writing (email to the parties named as Recipient for Notices in the Hire Schedule shall suffice). Any notice that has been sent by first class, pre-paid post shall be deemed to be received 48 hours thereafter (excluding Saturdays, Sundays and public holidays).

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**7. FORCE MAJEURE**

- 7.1 If because of an “event of force majeure” being the interruption of or material interference with the Licensee’s use of the Premises on the dates specified in this Agreement by any event beyond the reasonable control of the Licensee or the Client, then the Licensee shall have the right to elect not to use, or to continue to use, the Premises by giving the Client notice thereof, and in which case neither the Licensee nor the Client shall have any further obligation to the other and in which event the Location Hire Fee shall be payable pro-rata to the number of days which have elapsed.
- 7.2 For the avoidance of doubt the involuntary inability to secure or provide necessary labour (including as a result of any strike or action which the Licensee reasonably believes will result in a strike), the death, breach, disability, disfigurement or unavoidable absence of key personnel rendering services on the Programme shall be deemed to be beyond the Licensee’s reasonable control.

**8. TERMINATION OF THE AGREEMENT**

- 8.1 If any of the following events occur:
- 8.1.1 The Licensee fails to pay any sum payable under this Agreement as per terms set out in Payment Schedule (Appendix II) (whether previously demanded or not);
  - 8.1.2 The Licensee provides materially inaccurate information in connection with its use of the Premises, whether to the Client or to the Agent that would materially affect the Client or cause damage to the Premises;
  - 8.1.3 A winding up or bankruptcy petition is presented against the Client or the Client makes any form of arrangement with its creditors;
  - 8.1.4 A winding up or bankruptcy petition is presented against the Licensee or the Licensee makes any form of arrangement with its creditors;
  - 8.1.5 The Client commits any material breach incapable of remedy (whether express or implied) of the terms and conditions of this Agreement

the Agreement shall terminate forthwith and the Licensee shall leave the Premises in good order. In this event, both parties will retain their rights to remedy particular breaches under this Agreement. Any Location Hire Fee paid in advance shall be repaid to the Licensee pro-rata to the number of days which have elapsed unless this Agreement is validly terminated due to a breach incapable of remedy by the Licensee in which case the Client retains the right to keep the Total Hire Fee as stated in the Payment Schedule (Appendix II).

**9 ARBITRATION**

- 9.1 In the event that the parties fail to agree on any matter arising from this Agreement, they shall use reasonable endeavours to appoint an mutually agreed arbitrator. Failing agreement, the parties shall request the President of the Law Society to appoint an appropriate arbitrator.

**10 ENTIRE AGREEMENT**

- 10.1 This agreement and the attached Hire Schedule (Appendix I) and Payment Schedule (Appendix II) and any further schedules or attachments constitutes the entire agreement between the parties hereto in respect of the subject matter hereof and no terms, obligations, representations, promises or conditions, oral or written, express or implied, have been made or relied upon other than those contained herein.

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- 10.2 No variation of any of the terms and conditions in this agreement may be made unless such variation is agreed in writing by both Client and Licensee.
- 10.3 Any provision of this Agreement that is prohibited or becomes unenforceable under the laws of any jurisdiction which affects the performance or enforceability of this Agreement shall, with respect to that jurisdiction, be ineffective to the extent of the prohibition or unenforceability but without invalidating the remaining provisions of the Agreement, nor shall it affect the validity or enforceability of that provision in any other jurisdiction.
- 10.4 The failure by a party to enforce any provision of this Agreement shall not be treated as a waiver of that provision, nor shall it affect the right of that party subsequently to enforce that provision.
- 10.5 Nothing contained in this Agreement shall be deemed to constitute or create a partnership or joint venture between the parties and neither party shall hold itself out as the agent of the other.
- 10.6 The Agreement shall not be assignable by the Client, and any purported assignment shall be null and void ab initio. The Licensee shall retain the right to assign the "Material" as defined within this Agreement at any time, in whole or in part, to any person or entity.
- 10.7 The laws of England shall govern this Agreement and the English courts shall have non exclusive jurisdiction.
- 10.8 In the event of a conflict between the General Terms and Conditions of Filming and the terms of the Hire Schedule (Appendix I) the terms of the General Terms and Conditions of Filming will prevail.

Signed by:.....  
FOR AND ON BEHALF OF THE LICENSEE

Signed by:.....  
FOR AND ON BEHALF OF THE CLIENT

Print: .....

Print: .....

Position .....

Position .....

Date: .....

Date: .....

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## APPENDIX I: HIRE SCHEDULE

<b>Times / dates</b>	<b>Shooting Period</b> Thursday 13 <sup>th</sup> February 2014	08:00 – 18:00HRS
<b>Definitions</b>	A day agreed for filming is one which has been agreed for filming whether or not any filming actually takes place. A day agreed for dressing or striking/reinstatement is one which has been agreed for striking/reinstatement whether or not any such work takes place.	
<b>Recipients for Notices</b>	[REDACTED] (on behalf of the Licensee) [REDACTED] (on behalf of the Client)	
<b>Filming areas</b>	The Licensee will only have access to the following areas within the Premises to be used as FILMING LOCATIONS commonly known as:  I. The Studio (White Room). II. Gym	
<b>Additional Areas</b>	The Licensee has access to the room on the top floor as a breakout area. The Licensee is only permitted to access this room between 08:00 – 16: 30 HRS	
<b>Preparation and reinstatement</b>	The Licensee has requested to cover the mirrors with White paper, all paper will be removed and disposed of by the Licensee at the termination of the hire.  With the exception of those details listed above, no structural or cosmetic alterations of any kind will be made anywhere to either the interior or exterior of the Premises without prior approval in writing from the Client. This includes affixing any item to any walls or ceilings by any means.	
<b>Floors</b>	When agreed between the parties the Licensee will cover the floor with appropriate material to protect from dirt and damage. Arrotex / Corex / rubber matting will be laid beneath all equipment and props.  Additionally, the Licensee will protect door frames with Arrotex / Corex / rubber matting to prevent damage when equipment and props are transported into the filming area.	
<b>Catering</b>	There are not catering / dining facilities available at the Premises. The Licensee will make its own arrangements, bringing catering onto the premises.	
<b>Power</b>	The Licensee will be permitted to use local power subject to approval from the Client.	
<b>Lighting / Rigging</b>	The Licensee is permitted to use local power and will use 2 x 2.5 HMI Lights.  With the exception of those details listed above, no structural or cosmetic alterations of any kind relating to lighting or the rigging of lighting will be made anywhere to either the interior or exterior of the Premises without prior approval in writing from the Client or Agent. This includes affixing any item to any walls or ceilings by any means.  All lighting and associated cable runs will be undertaken by qualified electricians. All cabling will be clearly hazard taped. All cabling will be unhooked overnight to enable the Premises to be secured.  The Licensee will ensure that all windows, floors, sills, walls and wood and paintwork are covered	



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with suitable material to protect from dirt and damage by cables.

**Additional Technical Information**  
**Crew/cast**

The Licensee is permitted to use a Camera Track and Dolly.

Crew: 12  
Cast / Contributors: 2

**Toilet**

The Licensee is permitted to access the toilet of the premises.

It is the responsibility of the Licensee to ensure that the toilet is cleaned and replenished by the termination time/date of the hire agreement, failure to do so will result in a non-negotiable fee of £150.00 + VAT removed from the overall deposit if not rectified within 24 hours.

**Water supply**

The Licensee has access to a water supply on site, to be provided by the site manager prior to the commencement of the hire period.

**Parking/loading**

There is parking available to the Licensee at the Premises.  
The licensee has requested parking for 1 x private car and one technical vehicle.

**Waste disposal**

The Licensee will clear all rubbish at the end of each day.

The Licensee will have a non-negotiable fee of £100.00 + vat removed from overall deposit if any rubbish has been left on site after 24 hours of the termination time / date of the hire period.

The Licensee is responsible for doing a comprehensive 'litter pick' ensuring that everything including but not restricted to cigarette butts, plastic cups, gaffer tape as well as all black bags and any waste caught up in foliage is cleared by the end of the strike date/time.

**SPECIAL PROVISION**

The Licensee will ensure that all crew, cast or any other persons related to the production are made aware of and adhere to all the terms you deem relevant within this Hire Schedule (Appendix I) and within the General Terms and Conditions of Filming

**Contacts**

	<b>Client</b>	THE ALBANY CLUB	C/ O AGENT
<b>Contact on the day</b>		[REDACTED]	[REDACTED]
<b>The Licensee</b>		[REDACTED]	[REDACTED]
<b>The Agent</b>		[REDACTED]	[REDACTED]

## APPENDIX II: PAYMENT SCHEDULE

<b>Location Hire Fee</b>	£	1, 500.00
<b>Vat @ 20%</b>	£	300.00
<b>Total</b>	£	1, 800.00
<b>Terms of Payment</b>	To be received by the Agent either by cheque or cleared funds in the Agent's bank account through bank transfer (BACS or CHAPS) before the commencement date of the hire period.	
<b>Deposit</b>	£	400.00 + VAT (minimum of £400 or 20% of Location Hire Fee)
<b>Terms of Deposit Payment</b>	To be received by the Agent either by cheque or cleared funds in the Agent's bank account through bank transfer (BACS or CHAPS) before the commencement date of the hire period	
<b>Payer</b>	Uber Digital, 7 – 15 Rosebery Avenue, London EC1R 4SP	
<b>Payee</b>	The Location Collective Limited trading as The Collective whose registered company number is 6134012 and whose trading offices are at 7-8 Jeffrey's Place, Camden, London, NW1 9PP and whose registered address is Horley Green House, Horley green Road, Halifax, West Yorkshire HX3 6AS	
<b>Payee VAT Number</b>	8989 62629	
<b>Cancellation fees</b>	Upon signature of this Agreement, and subject to clause 7, in the event that the Licensee cancels its use of the Premises, the entire Location Hire Fee will remain payable.	
<b>Overrun</b>	<b>Filming days</b>	Overrun will be charged at £150.00 + VAT per hour or part thereof after 10 minutes have elapsed from the hour encroached upon. This applies during all filming days and will be invoiced in one amount by the Agent at the end of the Hire Period.
		Additional filming days will be charged at: £1, 500.00 + VAT per day or £750.00 + VAT per half day
		The Agent is entitled to its standard commission rate for any overrun charges incurred by the Licensee. Any commission due to the Agent shall be deducted from the fees payable by the Licensee hereunder, and shall not be charged in addition.
<b>Utility Bill Payments</b>	If the Licensee has agreed to pay the Client for the usage of its power, gas and/or water then please ensure that either or both parties inform the Agent in writing of the relevant meter readings just prior to and at the end of the Hire Period.	
	The Agent cannot take responsibility for taking these meter readings and without them is unable to guarantee an accurate figure is calculated for the use of the utilities during the Hire Period.	
	The deposit cheque held will be returned in full as soon as payment for electricity has been received by the Agent.	

**Adam Wilkinson**

---

**From:** Reception  
**Sent:** 16 March 2010 18:52  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** Life Smart Weeklies  
**Attachments:** Life Smart Weeklies 08.03.10.xlsm

Please find attached the Life Smart Weeklies for the week commencing March 8th 2010.

Many Thanks,

[REDACTED]

**Reception**

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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**SAVE A TREE - PLEASE DO NOT PRINT THIS EMAIL UNLESS YOU REALLY NEED TO**

## Adam Wilkinson

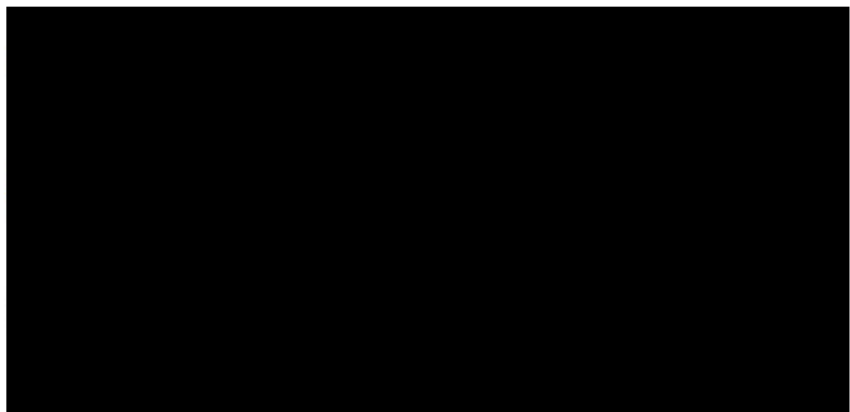
---

**From:** Intern <Intern@Kenwright.com>  
**Sent:** 11 April 2019 16:32  
**To:** Adam Wilkinson  
**Subject:** FW: Post Boot Camp Treatments  
**Attachments:** Mimecast Attachment Protection Instructions; Boot Camp Poster.pptx

Mimecast Attachment Protection has deemed this file to be safe, but always exercise caution when opening files.

---

**From:** [REDACTED]  
**Sent:** 11 April 2019 16:16  
**To:** Intern  
**Subject:** Fwd: Post Boot Camp Treatments



EN  
R

Begin forwarded message:

**From:** [REDACTED]  
**Subject:** Post Boot Camp Treatments  
**Date:** 16 October 2012 13:25:38 BST  
**To:** [REDACTED]

Hi Chris

How is this to send out to your boot camp participants? I have attached in power point format as well incase it doesn't come through properly. Make sure you and Alex get some time for treatment!

Speak soon  
Laura

[Redacted]

**Clinical Director**  
**LD Sports Therapy**

[Redacted]

[Redacted]

**Adam Wilkinson**

---

**From:** [REDACTED]  
**Sent:** 23 September 2009 10:36  
**To:** [REDACTED]  
**Subject:** RE: staff

At the moment 7am - 7.30pm

I wanted to discuss the opening times with you. The new trainers are bringing in their clients and we are starting the beauty treatments from October 1st so think we should be open at the weekends possibly 10am - 5pm, it will increase revenue and attract those that are usually working and cannot use the club, weekend members.

Let me know your thoughts.

Best regards

Kevin

[REDACTED]  
[REDACTED]

Lifesmart Ltd

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

-----Original Message-----

**From:** [REDACTED]  
**Sent:** 23 September 2009 10:22  
**To:** [REDACTED]  
**Subject:** RE: staff

Remind me - what are the advertised club opening hours - it'll be the first question asked. Thanks

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]

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-----Original Message-----

From: [REDACTED]  
Sent: 23 September 2009 10:17  
To: [REDACTED]  
Subject: RE: staff

Morning Steve,

This is almost exactly the same as I had in mind.

Shall we proceed?

Best

Kevin

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

-----Original Message-----

From: [REDACTED]  
Sent: 23 September 2009 10:13  
To: [REDACTED]  
Subject: staff

Dear Both

What are your thoughts on the following:

BKL staff rate:

£40pcm membership  
£40 ph PT  
Min 1 PT session pcm  
Notice period 1 month

Thanks  
Steve

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]



## Adam Wilkinson

---

**From:** The Albany Club <Info@thealbanyclub.co.uk>  
**Sent:** 04 March 2013 15:29  
**To:** [REDACTED]  
**Subject:** FW: Insurance

Here We Go.

See answers below.

All the Best  
Heather

Dear Heather,

I need the information as soon as possible as our insurance cover is currently on extension pending the follow up to the questions below.

Thanks,

Alan

[REDACTED]  
**Finance Director**

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

**Tel:** [REDACTED]  
**Fax:** [REDACTED]  
**www.kenwright.com**

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---

**From:** [REDACTED]  
**Sent:** 28 February 2013 15:34  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** Insurance

Dear Heather,

Our insurers have reverted with further questions.

- Are all the machines / equipment anchored?

No

- Are all the machines maintained?

Last maintained 12<sup>th</sup> April 12

- The contract for maintenance is with which company?

No contract is in place, we call them when required (Last check was 12<sup>th</sup> April 12 –I've asked for a copy of the report.

- Is the contract for maintenance between The Albany or the Rooms and the maintenance company?

Albany on their equipment supplied, trainers on their own equipment. All trainers use Albany equipment and trainers equipment).

- What are the official opening hours?

7am-9pm

- Membership, what is the basis of the membership and how much?

Members can use the gym without a personal trainer in opening hrs, however they must have previously had an induction from a trainer on how to use the equipment and filled out a Par Que (A health questionnaire)

The questions in relation to the equipment result from an incident last year.

Thanks,

Alan

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
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[REDACTED]  
[www.kenwright.com](http://www.kenwright.com)

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SAVE A TREE - PLEASE DO NOT PRINT THIS EMAIL UNLESS YOU REALLY NEED TO

*Boot Camp Recovery*  
*at thealbanyclub*

*Wednesday 24<sup>th</sup> October 7am – 10am*

*Charlotte and Laura will be on hand ready to help  
begin the recovery process for those painful  
DOMS*

*They will be available exclusively for boot camp  
participants and providing ten minute  
complementary treatments. To book a full  
appointment or for more info call [REDACTED]*





## Adam Wilkinson

---

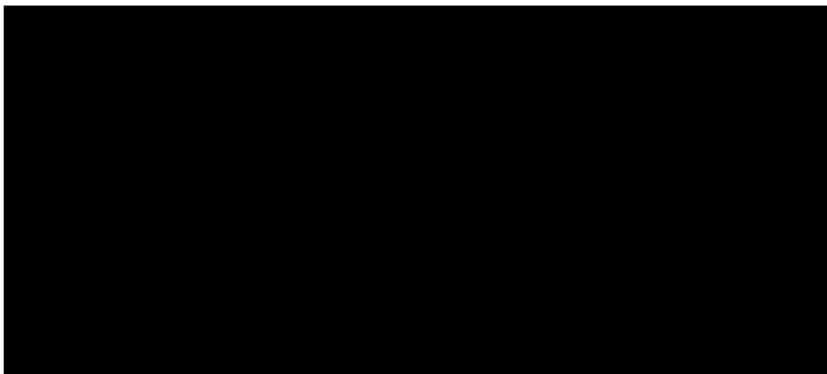
**From:** Intern <Intern@Kenwright.com>  
**Sent:** 11 April 2019 16:31  
**To:** Adam Wilkinson  
**Subject:** FW: hi chris it's fat pete from the albany  
**Attachments:** Mimecast Attachment Protection Instructions; Albany\_final.ppt

Mimecast Attachment Protection has deemed this file to be safe, but always exercise caution when opening files.

---

**From:** [REDACTED]  
**Sent:** 11 April 2019 16:16  
**To:** Intern  
**Subject:** Fwd: hi chris it's fat pete from the albany

there is a reference to 8:30am start in here.



EN  
R

Begin forwarded message:

**From:** [REDACTED]  
**Subject:** hi chris it's fat pete from the albany  
**Date:** 6 October 2011 16:40:35 BST  
**To:** [REDACTED]

Hi Chris it's fat Pete from the albany, you know Heather's sidekick...I so should have sent this to you last week, but anyway here it is now...the albany powerpoint thingy !!!! see ya soon  
Pete.

Actual

WEEK	08 March-14 March						
DAY	TIME	Hrs	CLIENT	TYPE	Trainer/ Staff	Cost per Hour	Revenue
Mon 08	7:00-8:00	1	[REDACTED]	PT	CC	£75.00	£75.00
Mon 08	7:00-8:00	1	[REDACTED]	PT	CC	£75.00	£75.00
Mon 08	8:00-9:00	1	[REDACTED]	PT	BS	£85.00	£85.00
Mon 08	8:00-9:00	1	[REDACTED]	PT	CC	£85.00	£85.00
Mon 08	11:00-12:00	1	[REDACTED]	PT	CC	Comp	
Mon 08	13:00-15:00	2	[REDACTED]	Consultation	CC	£100.00	£200.00
Mon 08	17:00-18:00	1	[REDACTED]	PT	CC	£75.00	£75.00
		8					£595.00
Tues 09	8:00-9:00	1	[REDACTED]	PT	CC	£75.00	£75.00
Tues 09	10:00-11:00	1	[REDACTED]	PT	BS	£75.00	£75.00
Tues 09	14:00-15:00	1	[REDACTED]	PT	CC	£85.00	£85.00
Tues 09	15:00-16.30	1.5	[REDACTED]	Massage	CC	£100.00	£150.00
Tues 09	17:30-18.30	1	[REDACTED]	PT	CC	£75.00	£75.00
Tues 09	18:00-19:00	1	[REDACTED]	PT	BS	£75.00	£75.00
		6.5					£535.00
Wed 10	7:00-8.30	1.5	[REDACTED]	Massage	CC	£100.00	£150.00
Wed 10	8:00-9:00	1	[REDACTED]	PT	BS	£75.00	£75.00
Wed 10	10:00-11:00	1	[REDACTED]	PT	CC	£75.00	£75.00
Wed 10	10:00-11:00	1	[REDACTED]	PT	BS	£85.00	£85.00
Wed 10	11:00-12:00	1	[REDACTED]	PT	BS	£75.00	£75.00
Wed 10	12:00-13:00	1	[REDACTED]	PT	CC	Comp	
Wed 10	16:00-18:00	2	[REDACTED]	PT		£85.00	£170.00
		8.5					£630.00
Thurs 11	8:00-9:00	1	[REDACTED]	PT	CC	£75.00	£75.00
Thurs 11	10:00-11:00	1	[REDACTED]	PT	CC	£75.00	£75.00
Thurs 11	14.30-16.30	2	[REDACTED]	Assessment	BS	£100.00	£200.00
Thurs 11	14.30-16.30	2	[REDACTED]	PT	CC	£85.00	£170.00
Thurs 11	17.30-18.30	1	[REDACTED]	PT	BS	£75.00	£75.00
		7					£595.00
Fri 12	7:00-8:00	1	[REDACTED]	PT	CC	£75.00	£75.00
Fri 12	8:00-9:00	1	[REDACTED]	PT	CC	£85.00	£85.00
Fri 12	8:00-9:00	1	[REDACTED]	PT	BS	£75.00	£75.00
Fri 12	10:00-11:00	1	[REDACTED]	PT	BS	Comp	
Fri 12	10:00-11:00	1	[REDACTED]	PT	CC	£75.00	£75.00
Fri 12	11:00-12:00	1	[REDACTED]	PT	BS	£75.00	£75.00
Fri 12	11:00-12:00	1	[REDACTED]	PT	CC	£85.00	£85.00
Fri 12	12:00-14:00	2	[REDACTED]	Consultation	CC	£100.00	£200.00
Fri 12	14:00-15:00	2	[REDACTED]	PT	CC	£85.00	£170.00
		11					£840.00
Sat 13	9:00-10:00	1	[REDACTED]	PT	CC	£85.00	£85.00
Sat 13	10:00-11:00	1	[REDACTED]	PT	CC	£75.00	£75.00
Sat 13	11:00-12:00	1	[REDACTED]	PT	CC	£75.00	£75.00
Sat 13	13.30-15:00	1.5	[REDACTED]	Massage	CC	£100.00	£150.00
Sat 13	15:00-16:00	1	[REDACTED]	PT	CC	£75.00	£75.00
		5.5					£460.00
<b>TOTAL</b>		<b>46.5</b>					<b>£3,655.00</b>



## Adam Wilkinson

---

**From:** The Albany Club <Info@thealbanyclub.co.uk>  
**Sent:** 08 January 2014 16:07  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** FW: outstanding sessions matt walker payment ignore last one

Now paid

Hey ,  
It looks right. I knew it was £1000 and something so will pay today when I'm in. Sorry for hassle

[REDACTED]  
[REDACTED]

On 7 Jan 2014, at 12:32, The Albany Club <[Info@thealbanyclub.co.uk](mailto:Info@thealbanyclub.co.uk)> wrote:

**Hi Matt,**

**I found these 2 emails,**

**So I believe the following is outstanding**

**Wk Nov 14 last pd 4<sup>th</sup> dec total pd 882**

**Wk Nov 25th 25 sessions £260.50  
Wk 02nd dec 23 sessions £239.66  
Wk 09th 18 sessions £187.56  
Wk 16<sup>th</sup> I had £177.14**

**Total £864.86  
Vat £172.97  
Total £1037.83**

**From:** [REDACTED]  
**Sent:** 09 December 2013 15:03  
**To:** The Albany Club  
**Subject:**

HI  
this weeks sessions are:

Monday : 7am 8am, 6pm, 7pm, 8pm  
Tuesday: 5pm, 6pm, 7pm  
Wednesday: 7am 8am 9am  
Thursday: 8am 9am 10am  
Friday: 7am 8am 10am  
saturday 11am  
18



thanks matt

Mon  
6,8pmm  
Tue  
7,8,9am  
Wed  
6,7,8pm  
Thu  
7,8am  
Friday  
7,8,10am  
13 or 17 ???

[REDACTED]  
[REDACTED]

On 15 Dec 2013, at 16:01, The Albany Club <[Info@thealbanyclub.co.uk](mailto:Info@thealbanyclub.co.uk)> wrote:

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

**Adam Wilkinson**

---

**From:** [REDACTED]  
**Sent:** 03 June 2010 13:27  
**To:** Everyone  
**Cc:** [REDACTED]  
**Subject:** Lifesmart

Dear All

LIFESMART AT THE ALBANY

As most of you know, Lifesmart is our Health and Fitness Club in Regent's Park which incorporates state-of-the-art gyms and luxury facilities as well as the best personal trainers and other specialists in the business.

For those BKL staff who would like to join we have established the following exclusive and hugely discounted rate: £40 per calendar month membership; initial one off biomechanical assessment £40; personal training £40 (min. of one per month), by appointment. Min 3 months. 1 month notice thereafter. If you join you may each also nominate one family member, partner or close friend to enjoy the same arrangement.

Opening times are soon to be extended to: Monday – Friday 7am to **9pm**; Saturday 9:30am-5pm and Sunday 10:30am-2pm

There will also be group sessions and classes available in the near future.

If you are interested more details are available from [REDACTED]  
[REDACTED]

I hope you enjoy the use of the facility.

Best wishes

Steve

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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## Adam Wilkinson

---

**From:** [REDACTED]  
**Sent:** 10 October 2011 09:23  
**To:** [REDACTED]  
**Subject:** Kevin's position

Hi Steve,

I have been working on options for staying in budget and making sure all of the hours of opening are covered.

last week my staff suggested they would like to share the hrs. And this is what they came up with.

There are plus's for both options perhaps we can talk today.

The main one for my team is they have been working for nothing on these days with me to try and get the albany on the map. It would give them a bit of money till their department takes off. Together with the personal trainers they have formed a strong team.

Anatasia and charlotte are looking at renting the top and sub letting.

Maria is working on events at the albany to bring more footfall. Plus selling our well being days to market all our departments.

Pete is working on renting the consultation room for education and rehearsals.

Everyone agrees TJ is an asset in regards to cover and reliability. I think at this stage he would be a better option than my apprentice.

### Option 1

Monday = TJ: 7am-11am  
Pete 11am-7pm TJ 7pm – 9pm

Tuesday = TJ: 7am – 11am Maria 11am – 9pm

Wednesday = TJ: 7am – 11am Anastasia 11am – 9pm

Thursday = TJ: 7am – 11am Charlotte 11am – 9pm

Friday = TJ: 7am – 11am  
Anastasia 11am – 4.30pm  
TJ: 4.30pm – 9pm

Saturday = TJ: 9am – 6pm

Sunday = TJ: 9am – 6pm

With this option we would have TJ for 44.5 hours a week at £8 an hour =

1542.66

(He at present gets 1500 a month from Kevin's payment of 3375.00)

This leaves £1832.34 from the budget with 43.5 hours a week left to be covered. £ 9.72 an hour left for Maria, Anastasia Charlotte and pete to cover the remaining times.

#### Option 2

Monday = TJ: 7am – 11am Anna: 11am – 7pm TJ: 7pm – 9pm

Tuesday = TJ: 7am – 11am Anna: 11am – 7pm TJ: 7pm – 9pm

Wednesday = TJ: 7am – 11am Anna: 11am – 7pm TJ: 7pm – 9pm

Thursday = TJ: 7am – 11am Anna: 11am – 7pm TJ: 7pm – 9pm

Friday = TJ: 7am – 11am Anna: 11am – 7pm TJ: 7pm – 9pm

Saturday = TJ: 9am – 6pm

Sunday = TJ: 9am – 6pm

With this option we would have TJ for 44.5 hours a week at £8 an hour = 1542.66

This leaves £1832.34 from the budget for Anna which means the budget will need to be increased by 417.66 per month based on her £27,000 salary

Sent from my BlackBerry® smartphone

Declaration

Full Name: [REDACTED]

Full Address: [REDACTED]

Contact Phone Number: [REDACTED]

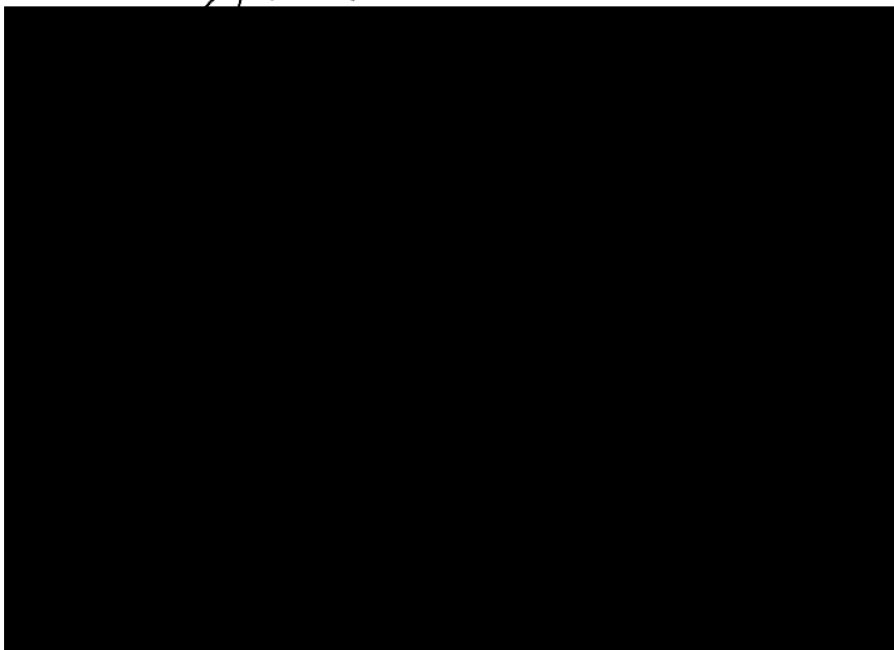
Company & Position: Shaping Change Ltd T/A The Engine Room, Director

Relationship with the venue, co-founder of the company that currently resides in the building, I started off as a free-lance Personal Trainer in 2010.

First visit Monday 20<sup>th</sup> September 2010.

First Client: Friday 15<sup>th</sup> October 2010.

I can confirm that the opening hours since I have been at the club have always been from 6am, without any exception in time.



**Adam Wilkinson**

---

**From:** Yogasphere <info@yogasphere.eu>  
**Sent:** 14 July 2015 14:47  
**To:** [REDACTED]  
**Subject:** Fwd: Changes to July morning class schedule



Hi **Heather + Maria**,

I hope you are both well and greeting from Barcelona! Please read the email below as our clients are requesting a refund to their 3 month membership with Yogasphere due to the morning changes Albany clubs have made that have been further worsened by the leak which means we cannot run any classes in the morning.

I would appreciate if you could please provide me an update of:

1. When the leak will be fixed and the teaching room opened again for use in the mornings
2. When exactly the renovation will take place and and be completed so we can move our morning classes back into the studio.

Wishing you well,  
[REDACTED]



[REDACTED]  
[REDACTED]  
[info@yogasphere.eu](mailto:info@yogasphere.eu)

[REDACTED]  
[REDACTED]  
[info@yogasphere.eu](mailto:info@yogasphere.eu)

----  
**Yogasphere plants 10 trees** for each client every time you attend a yoga class with us.  
Download our **free Yogasphere app** on **Apple AppStore** or **Android** to create/log into your Yogasphere account, view schedules, make bookings easily and receive free gifts.

Facebook: [facebook.com/yogasphere.eu](https://facebook.com/yogasphere.eu)  
Instagram: [instagram.com/yogasphereuk](https://instagram.com/yogasphereuk)  
Twitter: [@yogasphereuk](https://twitter.com/yogasphereuk)

[www.yogasphere.eu](http://www.yogasphere.eu)

----- Forwarded message -----

From: [REDACTED] <>  
Date: 14 July 2015 at 14:45  
Subject: RE: Changes to July morning class schedule  
To: [REDACTED]

Hi There,

I bought a 3 month package specifically for the morning classes at the Albany club. Please can you arrange a refund on this?

Thanks,

[REDACTED]

[REDACTED]

**From:** Yogasphere [mailto:[info@yogasphere.eu](mailto:info@yogasphere.eu)]

**Sent:** 14 July 2015 13:39

**Subject:** Changes to July morning class schedule



Dear **Member**,

Due to the recent leak damage in The Albany Club, please note that for the month of July we will changing our morning class schedule to allow for time for their necessary repairs to take place.



We will operate a reduced schedule:

**Tuesdays at 7.15am with Mandy Jhamat - Yoga Open Level**

**Wednesdays at 7.15am with Aleksei - Jivamukti Yoga**

If you were booked into any other morning class in July, your class has been added back on to your account.

Both these class will take place outside in Regents Park, across from the Albany Club. The teachers will meet all student at the entrance to Albany Club by 7.10am and walk over together. Yoga mats can be collected from the cupboard on first floor as normal.

These outside classes are of course weather permitting and as we all know the lovely British weather is not one that is easily predictable. So if a class needs to cancelled due to the weather, all classes will re-added to your accounts. Cancellations will be notified by email by 6am the day of the class.

Please check your inbox before travel to ensure a late cancellation has not occurred.

We do apologise for this change of schedule and hope to have the classes back in The Albany Club by August.

Wishing you well,

[Redacted signature]



**Yogasphere**

[Redacted signature]

[Redacted contact information]

**Yogasphere**

[Redacted signature]

[Redacted contact information]

----

**Yogasphere plants 10 trees** for each client every time you attend a yoga class with us.

Download our **free Yogasphere app** on **Apple AppStore** or **Android** to create/log into your Yogasphere account, view schedules, make bookings easily and receive free gifts.

Facebook: [facebook.com/yogasphere.eu](https://facebook.com/yogasphere.eu)

Instagram: [instagram.com/yogasphereuk](https://instagram.com/yogasphereuk)

Twitter: [@yogasphereuk](https://twitter.com/yogasphereuk)

[www.yogasphere.eu](http://www.yogasphere.eu)



## C.H.E.K Europe Rental Agreement

### C.H.E.K Institute

CHEKShop LTD

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Phone: [REDACTED]

Fax: [REDACTED]

Contact Name: [REDACTED]

Organization: [REDACTED]

Address: [REDACTED]

[REDACTED]

City: London

Post Code: [REDACTED]

Phone: [REDACTED]

E-mail: [REDACTED]

[REDACTED]

### Contact:

[REDACTED]

UK Events Coordinator

[REDACTED]

### C.H.E.K Europe is requesting use of the following facilities:

(Check all that apply)

(Start to End Date)

(Daily Time)

X 1<sup>st</sup> floor studio      3-5 Aug 2012      08:00 to 19:00

### I (We) understand and agree to adhere to the following stipulations and requirements:

1. The C.H.E.K Europe (herein called "the Grantee") and: **The Albany** (herein called "the Grantor"), reserve the right to mutually terminate the agreement up to 30 days prior to the course start date, (written or verbal)

### Grantor Facility Rental Fee

(Chek all apply)

(Rental Fee)

X All Inclusive Fee      £1,050 (excluding snacks)

**Mailing address:** CHEK Europe, Goodyear Business Park, 12a New Street, Mawdesley,  
Nr Ormskirk, Lancashire L40 2QP

**Tel:** (+44) 01704 821 321 **Fax:** (+44) 01924 667192

**E-mail:** info@chekeurope.com      **www.CHEKeurope.com**



**Additional Equipment and Service Requested:**

- X **Set-up ready for 8am on Friday**
- X **Chairs** Quantity needed: 1 per student- **25 in total**
- X **Tables** Quantity needed: 1 per 2 students - **13 in total**
- X **Audio/Visual Equipment - The Albany to provide projector, flipchart and screen**
- X **Beverage/Organic Snack - to be provided by CHEK Europe**
- X **Water**
- X **CHEK Europe Swiss balls to be posted to The Albany by 31 July to be pumped up ready for use**

\_\_\_\_\_ **Initial:** Permission is hereby granted to the GRANTEE for the use of **The Albany Premises** for a **HLC1** Advanced Training Program Module for **3** Days during the period commencing on 3 august to and conclude 6 august from 8am to 7pm daily.

\_\_\_\_\_ **Initial:** There will be space exclusively for use as the classroom, equipped with tables, chairs, and audio/visual equipment. Instructor(s), (no more than **1**) and students, (no more than 30), will have non-exclusive access to facility fitness centre as needed during the class.

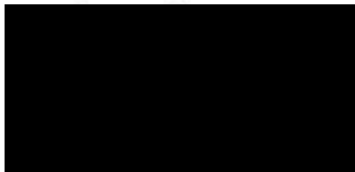
\_\_\_\_\_ **Initial:** Facility use fee of £1,050 includes: Utilities; set-up; A/V; tables; chairs; water; snacks; classroom area.

**The Albany** (Grantor)

\_\_\_\_\_

Dated: \_\_\_\_\_

**C.H.E.K Europe** (Grantee)



Dated: 14 June 2012

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