

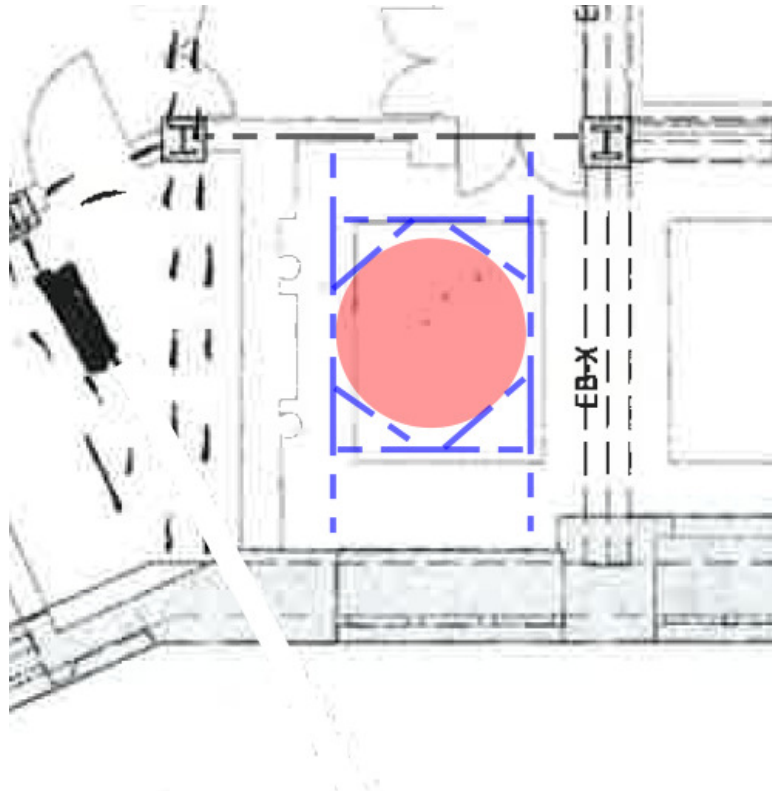
**Re: Opening in First Floor Slab to Form Staircase Opening - 65 Kingsway, London**

To Whom it may concern,

A void will be cut through the beam and pot floor at first floor to allow a new staircase to pass through to the basement level gym. The opening is to be located in the middle of bay of the slab which currently supported by concrete encased steel beams on the column lines.

The remaining section of slab will be supported with new downstand trimming steels which will be fixed back to the perimeter steels (details subject to opening up works). An infill reinforced concrete slab will be cast between the trimming steels to form the edge circular opening.

This is indicatively shown on an extract drawing received from the landlord's engineer (see below).



Yours Sincerely,

For and on behalf of SD Structures,

A handwritten signature in black ink, appearing to be 'Mike Davies', written in a cursive style.

Mike Davies  
CEng MIStructE MEng Hons.  
Mike@sd-structures.com