

Trail Group
Unit C, White Oak Technology Centre
London Road
Swanley
Kent
BR8 7AG

Friday 9th August 2024

Dear resident,

I am writing to introduce ourselves as we are the appointed contractor who will be carrying out works relating to the fire alarm systems within all Evenlode buildings.

We will be installing new Fire detection systems to provide a safe evacuation process in the event of a fire. These works will be carried out within the communal areas and each property.

I will be the appointed resident liaison officer at Trail Group. You may contact me with any queries you may have surrounding the alarm works and appointments. I will also be contacting you individually to book a convenient date/time slot for the works that will need to be carried out within your property as above.

We will be on site, on 19th August 2024 between 1pm and 4pm. Please feel free to come and say hello. On this date, we will have a sample of what will be fitted within the communal areas and your properties. We will give demonstrations on how these will work. You may also book in your appointments too.

Works in the communal areas will commence on Monday 2nd September. The works within the properties will begin on Monday 9th September. All works will last approximately 10 weeks covering all of Evenlode.

We look forward to meeting you all.

Kind regards,

Aimee O'Sullivan

Project Co-Ordinator

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