## 23rd March 2020

All residents, leaseholders and absent landlords -Sovereign House Donegal House

Dear

Re: Better Neighbourhoods - Lift Renewal Programme

As you are aware we have asked Lift Specialist LTD to carry out a major refurbishment of the lifts. Over the next few months they will refurbish the lift equipment to ensure it is more reliable, durable and energy efficient.

We recently invited you to a resident's drop-in meeting to discuss the works, however due to the recent outbreak of Covid-19 (Coronavirus) and in accordance with government's guidance to avoid congregation, we have suspended all residents meeting until further notice.

We would like to continue to provide this opportunity for residents to engage with us about the works. We welcome residents to use the email address below to let us know of any questions or concerns you have regarding the upcoming works.

Please contact us on contactus@thh.org.uk Alternatively you can call us on 02073645015

If you are mobility disabled, please contact Tayebah Bashir on 0207 364 7954 to discuss how we can support you to get in and out of your block while your lifts are being replaced.

I apologise for any inconvenience this may cause, as you will appreciate it is vital we follow the guideline we are being given. If there is anything further we can help you with please get in touch with us.

Yours sincerely, Ian Ford Lift Project Officer