

17th May 2021

St Paul's Court
Lessees, Residents & Managing Agents

Dear Lessees, Residents & Managing Agents

PROPERTY KEYS STORED IN THE ESTATE OFFICE

Property keys held in the Estate Office are for emergency use only by the Estate Management. The Estate staff are instructed not to release keys, under any of the following circumstances:

1. Managing agent viewings.
2. Private contractors.
3. Packing and moving companies.
4. Receipt of parcels and packages.

Arrangements must be made in advance with all parties directly.

Thank you in for your co-operation.

The Estate Office