## [Print on Lar

- <<Tenant's name >> <<Tenant's address>>
- <<Address>>
- <<Postcode>>

<<Date>>

Dear <<Tenant's Name>>

## Your lease dated <<date>> of <<

[Further to our conversation on < Property will be required to carr <<insert clause number>> of y arrangements for access are set o

The repairs I intend/the landlord inte

The work will be carried out by <<ir

Access will be required on <<insert

The arrangements for access are contractor at the Property to allow the Property of the Proper

I trust that the above arrangements any concerns. Please also sign and

Yours sincerely,

[For and on behalf of the] Landlord

.....

I confirm the tenant's receipt of thi out in it.

Signed \_\_\_\_\_

[For and on behalf of the] Tenant

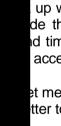
ert Address]

A

to advise you that access to the his is in accordance with clause the repairs and the proposed

llows: <<insert details>>.

npany>>.



/the managing agent will meet the up when the contractor leaves the de the contractor with a key. The d times specified above OR [You access] OR [<<insert details>>].

et me know immediately if you have tter to confirm safe receipt.

.....

of the arrangements for repairs set

1