



SALES



STRATA



LEASING



PROJECTS

Tuesday, 5 February 2019

To the Owner(s) / Resident(s)
UP3309, "Glebe Park Residences"
15 Coranderrk Street
CITY, ACT, 2601.

Dear Owner(s) / Resident(s),

Re; UP3309, "Glebe Park Residences"

SERVICE UNDERTAKING – Window cleaning

We act on behalf of the Owners Corporation for the above complex and have been asked by the Executive Committee to forward on the below regards to upcoming window cleaning of common area windows (this will unlikely include windows directly accessible via balconies).

At the request of the Owners Corporation we have organised for **Rigcom** to attend site for a period of 2 weeks from the **15th February 2019 between 7am to 3pm each day** - weather conditions permitting in order to carry out this service.

To ensure full access we request that you remove any exterior shades, screens and security screens where possible prior to commencement as they may prohibit access to some areas of the building.

Please note, the Owners Corporation will take no responsibility for damage to items left behind during this time. Due to the nature of the clean we recommend you keep windows closed on the day of undertaking.

We thank you all for your co-operation and understanding and apologise for any inconvenience caused as a result of this service undertaking.

Kind Regards

Independent Strata Management Pty Limited

REIA 2016 Awards for Excellence Large Residential Agency of the Year

Darren Bruno

Strata Manager for Independent Strata Management

On behalf of Units Plan 3309

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