

23 Sep 2017

Mr Gerd Kay.
33 Queens Road
Tunbridge Wells
TN4 9TL

Dear Mr Gerd Kay.

Re: Service Charge Arrears Apartment 07, Arundel Castle & Gardens, Arundel, West Sussex, BN18 9AB, United Kingdom

We are writing to you in regard to recent change in common areas in Arundel Castle. We have installed external lighting system on the main road leading to the property which should improve security and safety during incoming winter months. This change will slightly increase service charge, by maximum £5 (this is only an estimate) starting from next year. Cost for this year will be covered from our reserve fund.

We also want to remind you that current balance for your unit is £1,064.46 in arrears. Please contact us in case of any issues with payment. You can also access your detailed statement and all invoices by going to www.resident.uk.com and logging to your account. If you still have not received an automatic invitation, please email support@resident.uk.com requesting it.

Your Faithfully
Michal Marek
Head of Customer Service