

GP061024d1/td

24<sup>th</sup> October 2006

Mr Steve Ellis  
Butler & Young Lift Consultants Limited  
Timber Hall  
21 Timber Lane  
Caterham  
Surrey CR3 6LZ

Dear Steve

Re: Grenfell Tower Lancaster West Estate W11

Further to your e-mail today, please find enclosed two copies of documentation as requested for the Operation and Maintenance Manual.

A further copy has been given to the service engineer to take to site for Damian.

We trust the above meets with your approval, if you require any further information or assistance please do not hesitate to contact me.

Yours faithfully  
Apex Lifts Limited

Gary Poynter  
Construction Director