



Also:
c/o Corporation of London
Milton Court, Moor Lane
Barbican, London
EC2Y 8DR
Tel/Fax: [REDACTED]

Our Ref: L2508/SBE/CW

13th May 2005

Mr Roger Anthony
Apex Lift & Escalator Engineers Ltd
Apex House
LEFA Business Park
Edgington Park
Sidcup
Kent
DA14 5BH

Dear Mr Anthony,

Re: Grenfell Tower - Lift Refurbishment

Confirming our recent meetings at the above I confirm the following:

1. You will produce a revised programme showing the concentration of activities during the next few weeks, culminating in a witness test on 24th June 2005 with a view to completing items and putting the first lift into service by 4th July 2005.
2. You will confirm the procedure for architrave manufacture and fitting.
3. You will advise on the manufacture of the landing push stations - shown on GA's as surface mounted with secret fixings below and canted borders.
4. Further to my letter of 4th March 2005 have all the major control and hydraulic elements been ordered for HO92 lift?

Yours sincerely

Steve Ellis