

Ms Katie McKee  
Unit 102 / 160 Power Street  
Hawthorn VIC 3122

Dear Katie,

**Re: Proposed Vergola – Unit 201 / 160 Power Street, Hawthorn VIC 3122-a**

Our Client, Mr David Balding, is proposing to erect a Vergola Louvred Sun Control System verandah at his property and the Building Act 1993 requires us to obtain approval from you, the owner of Unit 102 / 160 Power Street, Hawthorn VIC 3122 due to two posts requiring to be fixed to the cement balcony located above your property.

Please find enclosed a set of drawings outlining the proposed Vergola and a Protection Work Notice for your records.

Can you please fill in, sign and date the Protection Work 'Response' Notice and return it to us at your earliest convenience using the replied paid envelope enclosed so we may start the next stage of applications on behalf of Mr Balding.

Please don't hesitate to contact me on 1800 837 4652 with any queries.

Kind regards

Renee Penley  
Administration  
**Vergola (VIC) Pty Ltd**