

ARDMORE PARK

Ref: 2645/Circular/03.10

1 March 2010

All Residents
No.9, 11,15 Ardmore Park, Singapore

Dear Residents,

SERVICING SCHEDULE FOR THE MONTH OF MARCH 2010

Please be informed of the following servicing schedules for the lifts/fire protection system/pest control/recycling for the month of **MARCH 2010**.

S/No	Contractor	Services	Date	Time	Remarks
1	B.S. Engineering Co Pte Ltd	Fire Protection	24 March 2010	1300hrs to 1700hrs	Please do not be alarmed when the fire alarm is activated
2	ABJ Pest Control Pte Ltd	Pest Control	4, 11, 18 & 25 March 2010	Between 0930hrs to 1200hrs	Please close (seal) your bin chute hopper and windows tightly during the fumigation
3	In-house	Collection of Recycle Materials	Daily	From 0800hrs to 0930hrs	Please place recyclable materials besides the service lift area for collection.
4.	Anchor Cleaning Agency Pte Ltd	Bin Chute Flushing	3, 6, 10, 13, 17, 20, 24, 27 & 31 March 2010 (Every Wed & Sat)	From 1000hrs to 1200hrs	Please close your bin chute hopper during the flushing

Lift Maintenance Schedule

Blk No	Lift No	Date	Time	Remarks
Block 9	Lobby Lift No 1	16 March 2010	1000hrs to 1100hrs	Kindly be reminded to bring along your rear door key during this period
	Lobby Lift No 2	16 March 2010	1100hrs to 1200hrs	
	Lobby Lift No 3	16 March 2010	1300hrs to 1400hrs	
	Lobby Lift No 4	16 March 2010	1400hrs to 1500hrs	
	Service Lobby Lift No 10	16 March 2010	1500hrs to 1600hrs	
Block 11	Lobby Lift No 5	17 March 2010	0900hrs to 1130hrs	Kindly be reminded to bring along your rear door key during this period
	Lobby Lift No 6	17 March 2010	1130hrs to 1230hrs	
	Lobby Lift No 7	17 March 2010	1500hrs to 1600hrs	
	Lobby Lift No 8	17 March 2010	1230hrs to 1500hrs	
	Service Lobby Lift No 11	17 March 2010	1600hrs to 1700hrs	
Block 13	Club House P1	18 March 2010	1130hrs to 1230hrs	
Block 15	Lobby Lift No 9	18 March 2010	0900hrs to 1130hrs	Kindly be reminded to bring along your rear door key during this period
	Lobby Lift No 10	18 March 2010	1500hrs to 1600hrs	
	Lobby Lift No 11	18 March 2010	1600hrs to 1700hrs	
	Lobby Lift No 12	18 March 2010	1230hrs to 1500hrs	
	Service Lobby Lift No 12	18 March 2010	1700hrs to 1800hrs	

Weekly high-level dusting and cleaning of the private lift cars schedule:

Day of Cleaning	Time	Block /Lift Nos.	Remarks
Monday	10.00 am to 11.00 am	Blk 9/ Lift 1 & 2	Please do not be alarmed if you find a cleaner in the private lift during these times.
	11.00 am to 12.00 pm	Blk 9/ Lift 3 & 4	
Tuesday	10.00 am to 11.00 am	Blk 11/ Lift 5 & 6	
	11.00 am to 12.00 pm	Blk 11/ Lift 7 & 8	
Wednesday	10.00 am to 11.00 am	Blk 15/ Lift 9 & 10	
	11.00 am to 12.00 pm	Blk 15/ Lift 11 & 12	

If you have any queries, please feel free to contact us at the management office telephone number 6733 0862. We apologise for any inconvenience caused.

Yours Faithfully,
Knight Frank Estate Management Pte Ltd



Ms Quah Soh Hoon
Ardmore Park General Manager
For and on behalf of The MCST Plan No. 2645