

## SITE ATTENDANCE REPORT

Report no:	684
Date:	04.03.21
Po no:	Maintenance
Site address:	The Parks
	Ilford
	IG1 2NS

Client Details: Alice Scally
JPW Real Estate
20 King Street
London
EC2V 8EG

## Dear Alice,

We have attended site, replaced faulty internal emergency gear tray of light fitting by front door in 30-35. Light now working correctly. Bulk items to be removed and the bin store that was cleared and cleaned last week is back to being a mess again. Cleared up rubbish and put back into bins. Bin stores shut and bolted closed.









PLEASE NOTE: Invoice payments must be received within 30 days from invoice date.











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