

Our Ref: AH/lg

12 August 2016

All residents
Oakville Place
Northfield
Birmingham
B31 2AW

Dear Resident

RE: Oakville Place, Northfield, Birmingham

Please find enclosed your service charge invoice for 2016 for kind payment as soon as possible. Our bank details are clearly shown at the bottom of the invoice or cheque can be made payable to KWB Property Management Ltd.

This is the annual charge for the maintenance of the common lands of the estate, consisting of the grassed area to the west of the development, adjacent to Hole Lane and the large wood and grassed area at the north on the Bristol Road South. The service charge is based on the same budget as 2015 will full accounting details and future charges being advised at the end of this year.

The main expenditure items is the landscaping and maintenance of the above areas, which are carried out 20 times per year, fortnightly during summer and monthly during the winter months. As well as basic grass cutting and shrub maintenance there is a general pruning of trees along boundaries and areas of grass on the managed areas, as well as inspection of the wooded area and litter picking. During autumn and winter this will also involve leaf clearance.

We would remind all residents that no access is permitted through the wooded area to Bristol Road South.

Details of Oakville Place can be found on the KWB Residential website, www.kwbresidential.com. Simply input your address and you will find details of the estate, the current service charge budget, maintenance programme, insurance details and have the ability to submit any queries or report problems on line.

We should be grateful if you would provide further contact details such as mobile telephone number, email address and alternative correspondence address should you not reside at this development.

Please do not hesitate to contact either myself or Dane Hopwood, our Area Building Manager on 07734 078837, should you have any queries. Details of our emergency contact number can be obtained by contacting our office on 0121 233 2330.

Yours sincerely



ANDY NUTTALL

Tel Direct Line: 0121 212 5986

Email: anuttall@kwboffice.com

Encs