

Our Ref: AN/lg

12 April 2016

All residents  
The Heights

Dear Resident

**RE: The Heights, Coventry - Rubbish**

We would remind all occupiers about the following arrangements for removing rubbish and waste items.

1. Only normal general waste is permitted in the green bins provided by the local council. This must go straight in the bins and not be left on top of bins or on the ground near them.
2. Recycle items are to be placed in the separate blue-topped bins. These are to be loose and include food/drink cans, aerosols, plastic packaging, mixed paper/card, mixed glass and cartons. Further details are available at [www.coventry.gov.uk/recycling](http://www.coventry.gov.uk/recycling). Other larger recycle items need to be taken separately to local points such as the Asda at Abbey Park, North London Road, Coventry, CV3 4AR.
3. Occupiers need to make separate arrangements to remove larger goods, for example when they move in. You can contact the Council direct to arrange this at an additional cost.

If individual occupiers are found not following these guidelines then separate charges shall be raised to them for any additional removal costs and time involved in dealing with this matter.

On a separate note, please ensure all bicycles are only left in the bike stores on site. Bikes are not permitted elsewhere on the development, particularly in the internal shared areas where they can hinder general and fire escape routes and cause damage to walls etc.

Further details of this and other matters can be found in the residents guide for this property available at [www.kwbresidential.com](http://www.kwbresidential.com).

Please forward this to any other occupiers and owners connected to your apartment.

Yours faithfully



**ANDY NUTTALL**

Tel Direct Line: 0121 212 5986

Email: [anuttall@kwboffice.com](mailto:anuttall@kwboffice.com)