

**MEMORANDUM**

**TO : STAFF & REMISIERS OF MENARA TA ONE (“MTA”)**  
**FROM : TA PROPERTIES SDN BHD (“the Management”)**  
**DATE : 13 October 2015**  
**SUBJECT : CHANGE OF CAR PARK ACCESS CARDS - POSTPONEMENT**

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We refer to our Memo dated 5 October 2015.

Please be informed, we are postponing the dates for the change of reserved and/or non-reserved car park access cards (“Access Cards”) due to unforeseen circumstances. The details are as follows:

**Venue : Property Management Office, Level 8, MTA**

**Period : 26 October 2015 to 9 November 2015 (11 working days)**

**Time : Monday to Friday (9.00a.m to 6.00p.m)**

Upon returning your Current Access Cards to the Property Management Office, new Access Cards shall be issued immediately to those who are entitled to park at MTA. Your full cooperation on the above matter will be highly appreciated as all current Access Cards shall not be in operation with effect from 10 November 2015.

We apologize for any inconvenience caused. Should you require further clarification kindly contact **Mr Timothy** at +(603) 2072 1277 Ext. 7841 or **Cik Marjiana** at +(603) 2072 1277 Ext. 7808.

Thank you.

Yours faithfully,  
**TA PROPERTIES SDN BHD**

  
**CHOOI LEE CHEN**  
**Senior Manager**