

**MEMORANDUM**

**To** : Tenants / Staff / Remisiers of Menara TA One  
**From** : TA Property Management Department  
**C.C.** : -  
**Date** : 7<sup>th</sup> March 2019  
**Subject** : Closure of Lift Access at Level 22 for Renovation Work

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Dear esteemed occupants of Menara TA One,

Reference is made to the subject above.

Kindly be informed that lift access to Level 22 will be closed from 6.00 pm, 8<sup>th</sup> March 2019 to 6.00 pm, 11<sup>th</sup> March 2019.

To access Level 22 during the closure period, occupants are advised to use the lifts at Level 21 and Level 23. Staircase doors will be opened during the transition period to provide access to the said floors. However, direct access to Level 22 from other floors using the lift is only available using the service lift (Lift 15).

During this time, we would like to apologize for any inconvenience caused. We thank you in advance for your patience and full cooperation.

Should there be any further enquiries, please contact us at 03-2072 1277 ext. 7801.

Note: This is a computer-generated document. No signature is required.