

MEMORANDUM

To : Tenants / Staff / Remisiers TA Group
From : TA Property Management Department
C.C. : -
Date : 15th August 2017
Subject : Lift Lobby Floor Hacking and Tiles Replacement

To replace the damaged floor tiles of the lift lobby, contractor will be hacking and installing the floor tiles as per schedule below:

Date	Level	Lift Lobby	Contractor's Work Time
18 th August 2017 (Friday)	21	Low Zone	9.00pm – 7.00am
19 th August 2017 (Saturday)	21	Low Zone High Zone	10.00am – 7.00pm
20 th August 2017 (Sunday)	21	Low Zone	10.00am – 7.00pm

During this period, the contractor will be working at the Level 21 lift lobbies. Noise, dust and debris are expected.

Please transfer between High Zone and Low Zone floors at Ground Floor.

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

We regret any inconvenience caused.

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