

MEMORANDUM

TO : TA GROUP OF COMPANIES – STAFF & REMISIERS AT MENARA TA ONE
FROM : TA PROPERTIES SDN BHD - PROPERTY MANAGEMENT DEPARTMENT
DATE : 4 DECEMBER 2015
RE : RENOVATION WORKS AT MENARA TA ONE – Work at Ground Floor lift lobby area

As per our earlier Memos dated 10th & 14th September 2015 and 5th November 2015, Stage 1 area will be opened and the stage 2 area will be closed from **Friday, 11th December 2015** till **Sunday, 20th December 2015**.

High Zone arrangement:

During the above mentioned period, only 2 units of high zone lifts will be accessible from the Ground Floor Lift Lobby. These lifts will bring passengers up to Level 21, where passengers will transit to the other 4 lifts, which will serve Level 21 – 34.

Low Zone arrangement:

During the above mentioned period, only 2 units of low zone lifts will be accessible from the Ground Floor Lift Lobby. These lifts will bring passengers up to Level 8, where passengers will transit to the other 4 lifts, which will serve Level 8 - 21.

We apologize for the inconvenience caused and we sincerely seek for your kind understanding as this closure is necessary in order for us to speedily complete the ground floor lift lobby works.

Should you require further clarification, kindly contact the Property Management Office at 03-20721277, EXT 7807.

Thank you.

Yours faithfully,
TA PROPERTIES SDN BHD


ALVIN PEREIRA
Senior Manager