

**MEMORANDUM**

**TO :** TA GROUP OF COMPANIES – STAFF & REMISIERS AT MENARA TA ONE  
**FROM :** TA PROPERTIES SDN BHD - PROPERTY MANAGEMENT DEPARTMENT  
**DATE :** 5 NOVEMBER 2015  
**RE :** RENOVATION WORKS AT MENARA TA ONE – Work at Ground Floor lift lobby area

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As stated in our Memos dated 10 September 2015 and 14 September 2015, the Company commenced renovation and upgrading works (“the Works”) at the lift lobby area on 21 September 2015. The Works will be carried out in 3 stages, as shown in the attached plan (“the Plan”).

In lieu of this, the 2<sup>nd</sup> stage will commence on 7 November 2015 and is estimated to be completed on 23 December 2015. During the 2<sup>nd</sup> stage of the Works, all tenants and/or visitors will be required to access the high zone (Ground level, level 21 – level 34) and low zone lifts (Ground level – level 21) through the main lobby of Menara TA One. For your convenience, please refer to the attached Plan.

We will advise accordingly at a later date with regards to the completion of Stages 2 and commencement of Stage 3.

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

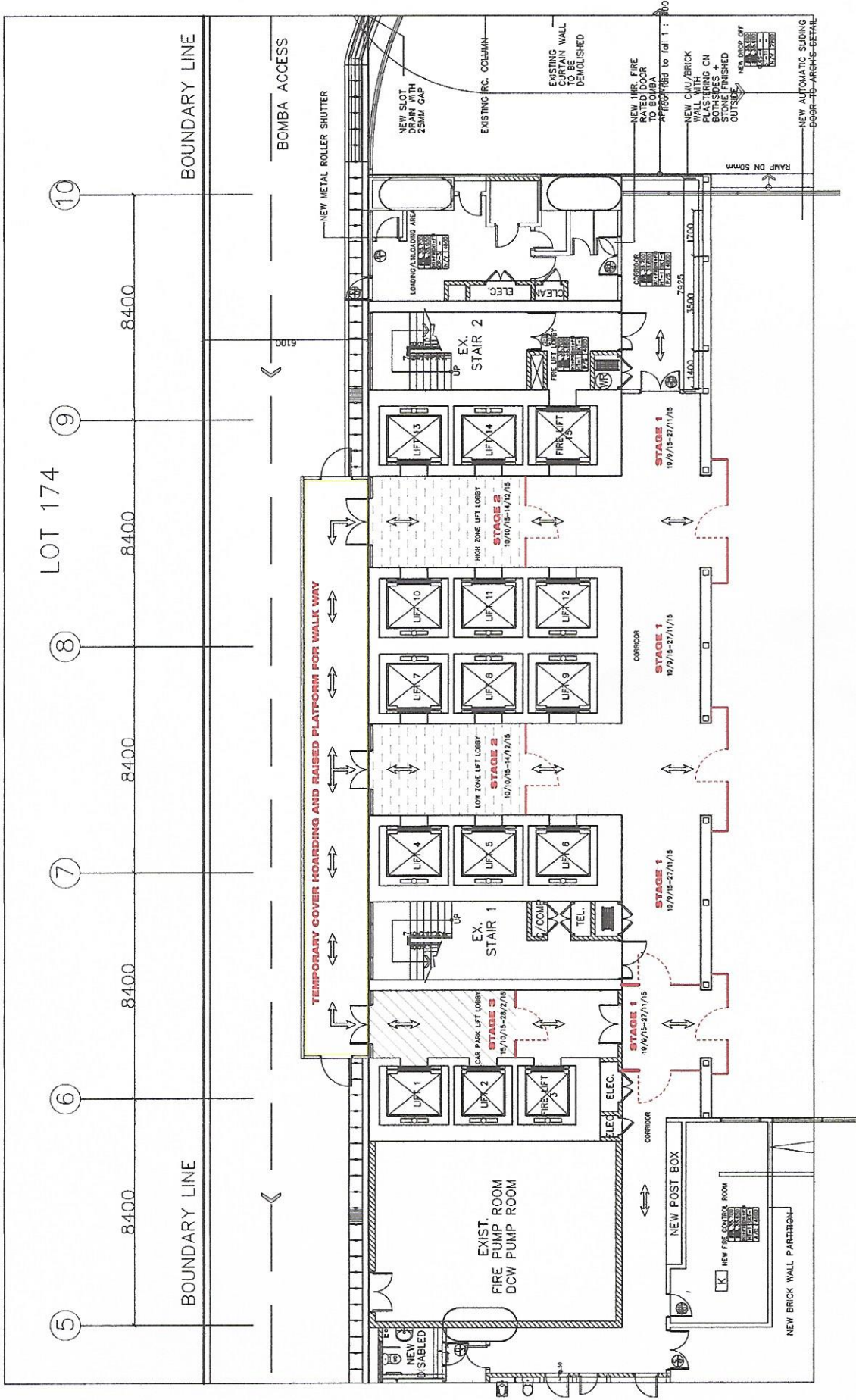
We apologize for any inconvenience caused.

Thank you.

Yours faithfully,  
**TA PROPERTIES SDN BHD**



**ALVIN PEREIRA**  
Senior Manager



**TRAFFIC FLOW DIAGRAM**

WORKING PERIOD : 19 Sept 2015 to 18 FEB 2016