

Property Services

McDonald Brown Limited
7 Eastbury Road
London Industrial Park
Beckton, London
E6 6LP

For the attn. of: Julian Easton, Project Manager

Dear Sirs,

RE: Acton Police Station: Cooling and Mechanical ventilation works to first and second floors of the extension block

Many thanks for all your efforts in completing this project three weeks early and within budget. The users and myself really appreciated all the hard work that you and your team put into this project. It is always difficult working in an occupied building, but you have managed to achieve quality workmanship, working under these conditions to the benefit of the local users and that is to be applauded.

Can you please also thank Haymills and your other sub-contractors for all working together in a competent and professional manner to achieve the desired end result. I'm sure you will agree that it is only through effective teamwork and leadership that the project aspirations will be realized. Also many thanks for completing the entire project Handover documentation on time and sending through the outstanding information to complete the full set, as soon as it became available.

Yours faithfully



John Spencer
Project Leader