

SUSSEX HEIGHTS (BRIGHTON) LIMITED

FACADE SUBCOMMITTEE 28 AUGUST 2020

Notice About Windows: Maintenance and Review

Dear resident,

Given that windows are an integral part of the forthcoming resurfacing of the building facade, a team of abseilers will be working on minor but essential repairs at all elevations of the building during this autumn.

If you are experiencing any leaks during storms or heavy rain, please contact us by email info@sussexheights.co.uk or speak with the Caretaker. We will add your flat to the list as part of general building maintenance.

Leaseholders will not be individually charged for these repairs. If possible, it would be very helpful if you could send us some photos or videos of the areas where water is coming in.

We have already started gathering and updating information about all windows in the building. It would be most helpful for us to know the following.

1. The year that your windows were replaced.
2. The name of the company or contractor you employed.
3. For 1 and 2 above please specify: bedroom windows, kitchen and or balcony or former enclosed balcony.
4. A brief comment as to your satisfaction with 2 above would also be helpful, i.e. would you recommend this company for future window projects?

Any photos (before and after replacement) and documents such as windows specifications, method statements, brochures, planning permission documents, etc, in relation to your windows would also be very helpful.

Thanks for your help and continued support.

Kind regards,

The Facade Subcommittee