Spire Building Control Services Ltd
Unit 7a Paxton Business Centre
Whittle Road
Churchfields
Salisbury
Wiltshire
SP2 7YR

Mr N Jones
c/o Mr & Mrs J Jones
The Royal Oak
Wootton Rivers
Marlborough
Wiltshire
SN8 4NQ

Spire Ref: 3877/2017

Date 15/09/2017

Dear Mr Jones

Re: Material commencement for new dwelling

Location: White Hart Public House, Oare, Marlborough, Wiltshire SN8 4JA

Thank you for deciding to use our services for your project.

This letter is to confirm that we have received your (or your agents) instruction for us to undertake the Building Control function on your project and that we have served notice on the relevant Local Authority, informing them that we are acting as approved inspectors for you.

Your Building Control Surveyor will be Mr Richard Moore - Mobile No. (07769 212042)

We will now undertake all the required consultations, plan examination and site inspections to ensure compliance with current building regulations before issuing a certificate of satisfactory completion at the end of the project.

We ask that either you or your contractor notify us of commencement of works on site, for us to begin our inspections. We will then agree the subsequent stages for inspection with yourselves or your contractor.

Should you require any further information or clarification please do not hesitate to contact us.

Yours sincerely

Sarah Riddick

Office: