

Ms J. Hathaway
Martin Russell Jones
5 Watford Way
Hendon Central
London NW4 3JN

Ms N K-Dit-Rawé
3 Jefferson House
11, Basil Street
London SW3 1AX

(By Special Delivery)

London, 19 May 2004

Dear Ms Hathaway

As managing agents for the block, you are in flagrant, continued breach of my lease and of the Landlord & Tenant Act 1985 by not providing me with year-end accounts for Jefferson House since 2001 - and of Landlord & Tenant legislation by, likewise, ignoring my repeated requests for a copy of the trustee accounts

1. Year-end accounts for Jefferson House

To date, you still have not provided me with the year-end accounts for Jefferson House for year-ending 2002. This is in spite of my asking you in a recorded delivery letter, dated 9 October 2003.

I also highlighted non-provision of this information to Cawdery Kaye Fireman & Taylor (CKFT), 'Steel Services' solicitors, in my Notice of Acceptance dated 19 December 2003.

(And, of course, neither have you provided them for year-ending 2003)

My lease states:

Clause 2 (i)

"As soon as practicable after the end of each financial year of the Lessor the Lessor shall furnish to the Lessee an account of the Service Charge payable by the Lessee for such financial year together with a copy of the Accountant's Certificate..."

You are also in breach of the Landlord & Tenant Act 1985, Section 21 (4) which states:

"the landlord shall comply with the request within one month of the request, or within 6 months of the end of the period"

In my letter dated 31 December 2003, I pointed out to you that, although I had not received the half-yearly demand for the service charge – due in December - I was nonetheless sending you a £100.00 cheque in payment of the ground rent for period 25 December 2003 to 23 June 2004. You cashed this cheque on 9 February 2004.

To date, I still have not received the half-yearly demand for the service charge.

2. Trustee accounts

In spite of 5 specific requests, to date you still have not sent me a copy of the trustee accounts

Clause 5 (7) of my lease states:

"...to pay the Contingency Payment into a designated Account to be maintained by the Lessor with a Joint Stock Bank..."

Landlord & Tenant legislation states that:

"Service charge funds must be held in a designated trust account and the service charge payers have rights to information"

I have requested a copy of these accounts in my letters of:

- 15 May 2003 – to you
- 1 June 2003 – to you
- 23 June 2003 to West London County Court – on which I copied CKFT
- 6 July 2003 – to you
- 9 August 2003 to West London County Court – on which I copied CKFT

In several of these letters, I stated the following:

"As per my rights under the Landlord and Tenant Act, and as a contributor and beneficiary to the trust fund in which contributions to service charges - including for major works - are held, can you please send me copy of the statements issued by the bank(s)/building society(ies) in which the trust fund is held for the period starting December 2002".

I also added that I would pay for reasonable photocopying costs.

As I asked in my letter to the Court of 9 August 2003:

"Why have these statements not been provided? What does Steel Services have to hide?"

I therefore, yet again, reiterate my request for:

1. the year-end accounts for 2002 and, given that we are nearly in June, the year-end accounts for year-end 2003
2. a copy of the statements issued by the bank(s)/ building society(ies) in which the trust fund is held for the period starting December 2002

Yours sincerely,



N K-Dit-Rawé

cc. Cawdery Kaye Fireman & Taylor (Recorded delivery)

Royal Mail
special delivery

guaranteed by 12 noon **next day**

to Name Malkhoush
Address 5 Watford Way
Hendon Central
Postcode NW4 3JN

Moneyback guarantee for delay. You can claim compensation of up to £250 for lost or damaged items.

- Tick if you want a higher than standard compensation limit (this costs more).
Tick one level Up to £1,000 Up to £2,500
- Write your address below.
- Hand this label and your package in at a Post Office® branch.

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Standard postal service with signature and barcode scanning on delivery. Ideal for items you might need to prove were received, like job applications or legal documents.

Use **Special Delivery** for guaranteed next morning delivery with the security of barcode tracking throughout and compensation for loss or damage.

write details of where your item is going

Name CKFT
Building name or number, street name 5 Watford Way
Hendon Central London
Postcode complete in full NW4 3JN

Reference DT 6964 1122 2GB

Stick barcode labels to top left of package