

HOUSING AND SOCIAL SERVICES

ROOM 241B, THE TOWN HALL, HORNTON STREET, W8 7NX

Executive Director Mrs Moria Gibb CBE

Chief Housing Officer Mr Gerald Wild

Ms J Hathaway
Martin Russell Jones
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03 September 2002

My reference:

Your reference:

Please ask for:

Dear Ms Hathaway,

Re: Steel Services Ltd, 25-26 Hampstead High Street, NW3 1QA

We are writing further to our letter of 12 August 2002. A copy is enclosed.

We do not appear to have received a response to this letter. This contained a request for the name and address of the landlord of Jefferson House if it was no longer Steel Services Ltd. This was in accordance with Section 1 of the Landlord and Tenant Act 1985 and you had 21 days to comply with this request. As advised, a failure to do so may lead to prosecution.

You have not complied with this request within the time limit. Unless you have reasonable excuse for this we will have no alternative but to refer the matter to our legal department to consider prosecution.

We would recommend therefore that you follow one of the following options as a matter of urgency:

1. Provide us with the company registration number for Steel Services so they can be traced at Companies House.
2. Provide us with the name and address of the current landlord of Jefferson House.
3. Explain why you have not been able to comply with your duties under Section 1 of the Landlord and Tenant Act 1985.

We look forward to receiving a response within 10 days of the date of this letter.

Thank you for your assistance in this matter.

Yours sincerely,

Mr Sandy McDougall
Tenancy Relations Officer