

28/04/2016

## ANNUAL FIRE SAFETY INSPECTION

**11 Alberta Street, Sydney**

Dear Residents

We will be conducting the annual fire safety inspection **on THURSDAY 12<sup>th</sup> MAY, 2016 between 07:00 & 9:00 AM.**

This inspection is a requirement by the local council and the body corporate.

We require access to every apartment to inspect the smoke alarm, the front door and if applicable the fire damper.

Please ensure you arrange a time for the inspection, email [info@fireprotectsystems.com.au](mailto:info@fireprotectsystems.com.au) with a time/s that suit you.

Provide the following details;

1. Building Address
2. Unit Number & Level
3. Contact Name and number
4. Provide times of availability – for example: 7am or 7-8am etc

Please note;

1. As I'm sure you can understand we are not able to guarantee everyone's required time, therefore we ask for your understanding and allow a 30-60min time variance.
2. If you do not provide times of availability, we cannot guarantee we will catch you on the day

If you do not allow access to your apartment this will hold up council certification. Therefore, an additional charge per apartment of \$160.00 will be applied for inspection occurring after this time/date

Regards

Alex

Fire Protect Systems