

Circular to Shareholders and Clerks: Building Work

04 July 2017

I refer to the previous circulars sent this year in relation to building work:

<https://www.ccl.com.au/shareholders>

The deadline to notify CCL about building work to be carried out during the construction period between 6pm Tuesday 19 December 2017 and 8am Friday 26 January 2018 has now passed.

Unless you have already notified CCL that you intend to carry out work during the construction period, no work of any kind will be permitted on Floors or in Chambers. A significant number of notifications have been received and, in addition to the scheduled maintenance work that CCL will be undertaking, the volume of work anticipated to be carried out in the buildings during the construction period is already substantial.

Shareholders and Clerks are reminded that all work carried out in the buildings must be in accordance with the On Site Procedures and Fit Out Guide;

https://www.ccl.com.au/files/documents/Fitout_Guide_February_2017_3.1_.pdf and that all persons carrying out work in the buildings must sign in and out at the kiosk on Level 1 Selborne Chambers upon arrival and departure.

If you have any questions, please contact the Maintenance Office on 9231 3644.

Kind regards,

Debbie George

General Manager

COUNSEL'S
CHAMBERS
LIMITED

Level 1 Selborne Chambers
174 Phillip Street Sydney
NSW 2000 Australia
DX 973 Sydney

P: +61 2 9231 3644

E: dgeorge@ccl.com.au

W: www.ccl.com.au

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