

## CIRCULAR TO SHAREHOLDERS AND CLERKS

2 November 2017

### RUBBISH COLLECTION THURSDAY 16 NOVEMBER 2017

Counsel's Chambers has arranged a rubbish collection day for Thursday, 16 November 2017. The rubbish collection is a service for those who wish to dispose of items that cannot be taken away with the regular daily service.

Items such as disused furniture, computers and printers, can be put out for collection. The following items **will not be accepted**:

- Paint or cleaning chemicals.
- Building materials or building debris.
- Hazardous or toxic substances
- Items that have been brought in from home or other sites.

If you wish to utilise this service, please take any items that you wish to dispose of to the front concourse of Wentworth & Selborne Chambers strictly between 3 - 5pm, Thursday 16 November. If any items are placed on the concourse prior to 3pm, those items will be returned to the floor of origin.

There will be bins for e-waste, bins for paper and book recycling and designated areas on the concourse for furniture and other general rubbish. We ask that everyone co-operates and places rubbish in the correct designated areas to ensure that the collections are not rejected. Incorrectly placed items will be returned to the floor.

This will be the second of two rubbish collection days organised by Counsel's Chambers this year, the next will be in May 2018. A reminder circular will be sent prior to the collection, and these dates will be posted on the Counsel's Chambers website.

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

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](mailto:dgeorge@ccl.com.au)

W: [www.ccl.com.au](http://www.ccl.com.au)

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