

# Foyer Notice Board Addition/Deletion request form

## For Selborne and Wentworth Chambers

Name: \_\_\_\_\_

Buildings: Selborne Wentworth

Floor: \_\_\_\_\_

Title to appear on Notice Board,  
e.g JOHN SMITH or SMITH J \_\_\_\_\_

The title will appear on the foyer notice board of the above selected buildings. The cost for the signage will be passed on to the Floor.

## For Lockhart Chambers.

Name: \_\_\_\_\_

Location of Name Plate: Ground Floor Foyer  
Please Circle location/s.

Floor Foyer. Room Door.

Title to appear on Notice Board,  
e.g SMITH, JOHN or SMITH J \_\_\_\_\_

Please place surname first followed by the given name or initial, this is so we can keep uniform name plates.

The title will appear on the foyer notice board at the locations selected above. The cost for the signage will be passed on to the tenant.

## For the Removal of Name Plates

Name: \_\_\_\_\_

Building: \_\_\_\_\_

Floor: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

CLERK'S SIGNATURE: \_\_\_\_\_