

Mr and Mrs Pattison
39 Mackay Terrace
Bardon
QLD, 4065

Date: 30 October 2020

Dear Roger and Jenny

Site Address: 20 Wilson Avenue, Dicky Beach, QLD, 4551

All site access / inspection requests must be submitted via email to:
admin@arolleyandsons.co.au.

Site inspections are capped to 1 x visit per fortnight (2 weeks).

Inspection requests will only be conducted between the hours of 7.30 am and 4.00pm –
Monday – Friday (Inspections are not conducted on weekends or public holidays)

Please follow the instructions below whilst on site:

- Wear closed in shoes at all times
- No children or pets are permitted to attend site inspections
- Complete a COVID 19 health declaration upon each visit to site.
- Should you be unwell or have symptoms of COVID 19 you are not permitted to access the building site. – softer wording
- No arrangements are to be made with subcontractors whilst onsite (e.g. requesting extra works and or changes)

Yours sincerely

Laura Snow

Laura Snow
Office Manager