

Gary & Kim Illingworth



20th March 2015

Dear Prospective new neighbours,

We are currently in the process of purchasing No 14 Muriel Road and will be hoping to move in sometime during May.

The reason for writing is to inform you that we are submitting a planning application to erect a two storey extension to the rear of the property, but are unable to come and visit you personally to let you know as we are in Spain until May.

We understand that as our building work is within 3M of your property we are obliged to send you a letter detailing our building proposals and to ask if you would be willing to sign a party wall act agreement confirming you have no objection to the work going ahead.

We will send that to you soon but for the time being we thought it would be a good idea just to introduce ourselves albeit by letter.

If in the meantime if you have any questions you would like to ask about the proposed building work then please feel free to email me at  or telephone on the numbers above and we will do our best to try and answer them.

Yours Sincerely

Gary and Kim Illingworth