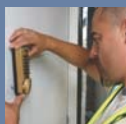


convenient repair solutions

for inconvenient maintenance problems



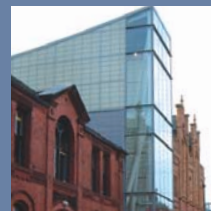
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How Lyndon Propertycare™ helps your business:

- It ensures that your business premises are repaired and maintained to protect your productivity and your workforce
- One point of contact for all your property repair needs saves you valuable time and money
- You don't have to waste time finding reliable tradesmen
- Structured pricing packages mean planned expenditure and no cash flow headaches
- All works are carried out in accordance with current health and safety requirements

LYNDON PROPERTYCARE™

all the benefits of your own property repair staff - *without the costs*



How Lyndon Propertycare™ works:

Lyndon PropertyCare is designed for all the small, routine and non-urgent property repair and maintenance jobs which every building needs. It is the perfect alternative to having your own repair staff. Our flexible 'Repair Packs' can be taken on six or 12 month agreements.

- Regular monthly payments cover all labour costs
- Repair packs can be purchased by 'Prepay' or by monthly direct debit (subject to package size)
- Material costs are always quoted before work is carried out
- Any materials used are charged separately as required
- Our service team liaise with you at the beginning of each month to identify what work needs to be done and to arrange a convenient date to carry it out



"one point of contact for all your property repair needs"

What types of repair and maintenance work does Lyndon Propertycare™ cover?

- Repairs and replacement of joinery, doors, windows, locks and fittings
- Repair/modifications of internal walls and ceilings
- Replacement/fixing of shelving, storage units and assembly of flat pack furniture
- Concreting, paving and internal flooring
- Cleaning and repair to guttering
- Brickwork and pointing
- Painting and decoration



Questions & Answers

- 1 Does Lyndon Propertycare cover emergency repairs as well as plumbing and electrical works?**
No. Lyndon Propertycare is designed for non-emergency repairs and maintenance to the exterior and interior of your business premises.
- 2 Can several small jobs be done on the same visit?** Yes, if there is enough time. So, for example, you could have a new door lock fitted, some shelves erected and a window reglazed in the same visit.
- 3 How much notice do you need in order to carry out any work?** Usually about one week.
- 4 Can I carry over any unused time from one month to the next?** Yes you can.
- 5 What happens to any unused time at the end of our contract?** You must use up any unused time within 30 days of the final day of your minimum contract period.
- 6 Can we have a refund for any unused time at the end of the contract?** No but you can use the time up within 30 days of the final day of your minimum contract period.

Please note that Lyndon Propertycare is not designed for emergency repair works such as blocked drains or window boarding up services.

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The Lyndon Propertycare service is designed for these types of repair and maintenance jobs:

INTERNAL WORKS

- | | |
|---------------------------|--|
| WINDOWS | <ul style="list-style-type: none">• Repair and replacement• Glazing• Frames• Handles and fittings |
| DOORS | <ul style="list-style-type: none">• Repair/replace doors & frames• Glazing• Furniture/fittings• Adjust/replace door closures• Repainting |
| SECURITY | <ul style="list-style-type: none">• Locks• Bolts• Fire door locking systems• Security locks to internal and external doors |
| DISABLED ACCESS | <ul style="list-style-type: none">• Access equipment• Grab handles• Disabled access ramps• Disabled toilet amenities and fixtures |
| INTERNAL WALLS & CEILINGS | <ul style="list-style-type: none">• Replace damaged ceiling tiles• Repair damage to internal partition walls |

EXTERNAL WORKS

- | | |
|-------------------------------|--|
| PAVING | <ul style="list-style-type: none">• Make good damaged concreting/paving/pot holes |
| ROOFING, GUTTERING & CHIMNEYS | <ul style="list-style-type: none">• Clearance of leaves and debris from guttering (and sealing where appropriate)• Repair/replace broken downspouts/outlets• Roofing tiles/panels, corrugated roof sheeting, felt work repairs. Skylight replacement• Small patch repair work to flat roofs• Soffits and other roof components |
| WALLING | <ul style="list-style-type: none">• Brickwork and pointing• Remedial repair work to external walling |
| DRAINAGE | <ul style="list-style-type: none">• Check, repair or replace drainage channels and Acco grids |

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ADDITIONAL SERVICE MODULES (at separate cost)

- | | |
|--------------|---|
| PLUMBING | <ul style="list-style-type: none">• Toilets & sanitary ware• Pipe work• Drains & sewers |
| ELECTRICAL | <ul style="list-style-type: none">• Check and replace lamps, tubes and starters• Move sockets• Additional sockets• Additional lighting |
| REDECORATION | <ul style="list-style-type: none">• Gloss work,• Emulsion painting• Papering/artexing |