

Highland Court (Woodford) Limited

Company Number: 01266382

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Dear owners at Highland Court,

As you will no doubt be aware, we are continuing to have problems with unsightly waste being dumped on site at Highland Court.

Please ensure that you are aware of the advice below and that the information is passed on to any tenants that are occupying your flat. Everyone needs to be aware of the appropriate means of recycling or disposing of waste. In particular, electrical equipment does not belong in the general waste bins, if it cannot be donated or repaired it needs to be taken to the Chigwell Road Recycling Centre.

The Bulky Waste Collection operatives should be able to access the site in the same way as the other Council collections but, if possible, it is better for you to be available on the collection day to ensure that they can get in and find your items. If they do not turn up as arranged please make sure to contact them to re-arrange.

Thank you for your help in keeping Highland Court a pleasant place to live.

Kind regards,

Directors of Highland Court (Woodford) Ltd

BULKY WASTE DISPOSAL

Large items, or anything else that is not suitable to be disposed of in the waste or recycling bins must not be left anywhere on site. It is your responsibility to ensure that these items are disposed of properly by arranging collection on the Council website Redbridge - Book a bulky waste or large item collection (Tel: 020 8554 5000), or taken to the Chigwell Road Reuse and Recycling Centre, which is close by, just off Chigwell Road before you reach Broadmead Road, and free with proof

of residence (council tax bill or driving licence). Vans are now accepted but must be booked in advance.

A flat is entitled to one free collection from Highland Court (maximum of 3 items) per annum; an additional collection during the year is charged at £13 per item.

Full details including suggestions for re-use, recycling and donations to charities (who may collect) are available on the London Borough of Redbridge web site Redbridge - Bins, waste and recycling If you are unable to dispose of items via the Council, a charity or giving away for free, you should arrange for a licensed waste carrier to take them.

Highland Court is not responsible for disposing of waste and as a business the cost is much higher – we reserve the right to re-charge this expense to anyone seen to have been dumping on the property.

Please note that items for collection by the Council should be left in the bin shed not more than 24 hours in advance of the arranged collection time and should be labelled including your flat number.