



Working together to deliver your digital TV services



Date: 12 October 2011

Our Ref: SCC\«Ref»\Pre-Start Letter

The Resident  
Flat 42  
25 Gresse Street  
LONDON  
W1T 1QW

*Dear Resident*

### REPLACEMENT COMMUNAL TV AERIAL AND SKY DIGITAL DISTRIBUTION SYSTEM

SCC International Ltd have been appointed by Lakehouse and Camden Council to install a replacement Communal Aerial System in your block. The reason for this letter is to advise you of what work will be taking place and to let you know what action you may need to take.

The replacement system, as well as giving you the standard TV channels will also provide you with the facility to receive BSkyB Digital Channels (should you wish to subscribe).

***(NB You do not have to connect to any Digital Channels if you do not wish to do so and you do not need to purchase a new television set to receive these Digital Services).***

We will do our best to ensure that the work carried out causes minimum disruption and inconvenience to you. To carry out the installation, we will need to gain access to the gardens of the ground floor flats. In the event that there are any unusual incidents, we will deal with these as quickly as we can.

We will be starting the initial work commencing **Wednesday 12<sup>th</sup> October 2011**. This will involve installing the external infrastructure such as the Aerial, Dish, etc. A limited amount of drilling will be taking place between 09.00 am and 5.00 pm mainly during weekdays but both noise and any other in-conveniences will be kept to an absolute minimum. This work will take a few days to complete.

Once the initial work has been completed, an engineer will need to install a new aerial socket in your lounge. This will require one half-hour visit. There will not be any major work carried out in your flat.

Please note, all our engineers carry identification. Please ask to see this before allowing anyone to enter your home.

You should contact your Resident Liaison Officer (RLO) for any general enquiries.

However, in case of emergencies, please contact us on - 0845 402 0223.

Yours faithfully

The SCCI Installation Team  
0845 402 0223 (local call rate) or 020 8662 2929  
[socketinstallations@scci.co.uk](mailto:socketinstallations@scci.co.uk)