

12 May 2021

Re: Fire Drill Test Date

Dear Resident

Thank you for your assistance with the recent installation of the heat detection system in your apartment. As a part of regular servicing for these units, we are required to carry out quarterly testing of the sounders to ensure they are working correctly.

We have scheduled this for Thursday the 20th May at 13.00.

At the above time, the sounders in your apartment will be activated and Team East Village will be rehearsing the evacuation procedure. **You do not need to evacuate upon the activation of this sounder.** However, if you think it will be useful for you or your family to evacuate upon the activation of the sounder, please exit the building and head to the evacuation point at **Ribbons Walk**. A representative from Team East Village will be in attendance as well and will notify you when you can return to the building.

It is important that you let us know if your sounder does not go off at this time or if it is difficult to hear. Please contact your landlord representative if this occurs so it can be investigated and rectified.

Kind regards,

East Village Management