

Classification: OFFICIAL



Mr. Gary Ferrier
Lucas Design & Construction

By Email

Peter Sloman
Chief Executive

GI & Business Systems
Floor 2, Civic Offices,
Bridge Street
Reading,
RG1 2LU.

Our Ref: 34520180612
Your Ref:

Direct: ☎ **0118 937 2663**
E-Mail:
streetnamingnumbering@reading.gov.uk

16th October 2018

Your contact is: Kristina Quinnell, GI & Business Systems

Dear Mr. Ferrier,

RE: Development at 1 & 3 Castle Crescent, Reading

I am writing to inform you that I have had confirmation back from Royal Mail regarding the postcodes for your development. The registered addresses are as follows:

Flat 1-8
1 Castle Crescent
READING
RG1 6FN

Flat 1-5
3 Castle Crescent
READING
RG1 6FN

Please see attached plan and list indicating postal addresses to plots. *Please note the assigned Flat numbers differs from your supplied plan.*

It is the responsibility of the developer to supply and fix a sign detailing the name of the building, if one has been agreed.

If the development has been assigned a street name please contact Steve Rendell at Reading Council's Highway team (0118 939 9951 or steve.rendell@reading.gov.uk) either to produce a Street Name plate for you or to obtain the latest design specification.

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Please inform any relevant parties that for postal delivery purposes this address / these addresses will need to be activated by Royal Mail as and when they become occupied. This can be done by contacting Royal Mail on 0845 601 1110, then selecting "option 3", and then "option 1".

Any person visiting the Civic Offices to discuss these addresses can be seen by prior appointment only. If I can be of any further assistance, please do not hesitate to contact me.

Yours sincerely

Kristina Quinnell
Street Naming and Numbering,
GI & Business Systems