

15th January 2021
Our ref: DR/id/admin: RegisteredOffice

Dear All,

RENDALL AND RITTNER LIMITED – REGISTERED OFFICE UPDATE

Please be advised that we are in the process of changing some administration arrangements at Rendall and Rittner.

The Registered Office address for the company is now our St George Wharf office: **13B St George Wharf, London, SW8 2LE**. In addition, where we act as Company Secretary, we will also be moving the Registered Office to St George Wharf. We anticipate this exercise being completed by the end of January 2021.

With immediate effect, our new postal address for processing traditionally mailed inquiries and payments will become 340 Deansgate, Manchester, M3 4LY, which is our Manchester office. Postal re-direction is already in place with the Royal Mail. At the same time, we would remind leaseholders/homeowners that they also have the option to communicate with us electronically. This will reduce paper usage and promote efficiency generally. There is a lot of useful information and functionality on your web-portal and we would encourage all to [register](#). Further guidance on doing this can be found on our website, www.rendallandrittner.co.uk. All other communication arrangements continue as normal and there is no need for you take any action as a result of these administrative changes, especially if you have already registered for e-communications.

As we enter 2021, I would like to take the opportunity to thank you for your support during 2020. It was a tough year, but the recent announcements of new vaccines give great cause for optimism that 2021 will soon start to improve.

I wish you a happy, healthy and prosperous 2021.

Best wishes,



Duncan Rendall
CEO

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