



FIRE AND SECURITY LTD



CCTV ~ Access ~ Emergency Lighting ~ Fire & Intruder Alarms ~ Fire Extinguishers ~ Risk Assessments ~ Training

E & J Fire and Security Ltd
Unit 5
Rice Bridge Ind Est
Station Road
Thorpe Le Soken
Essex
CO16 0HH

Dear Sir/Madam,

Thank you for accepting our tender. Please sign the confirmation slip at the base of this page, and then return by: fax, email or post. The assessor will then contact you to schedule a convenient time to undertake your fire risk assessment.

To assist us in collating all relevant fire related documentation for your company, please could you provide the following information (if available) for the assessor before his arrival.

Certificates for service works carried out:

- o Fire extinguisher service.
- o Fire alarm service.
- o Emergency lighting service.
- o PAT testing certificate.

Copy of building plans showing:

- o Storage of dangerous substances.
- o Position of isolators.
- o Mains electrical intake.
- o Fire alarm control panel.
- o Access for fire fighting crews.

- o Company EMERGENCY contact details and key holder info:

I confirm the booking for fire risk assessment(s), in agreement with E&J Fire and Security standard terms and conditions, on the building(s) shown above or within the attached tender, for the agreed cost of: £ _____ . ___ +VAT (to be paid within 30 days of the date shown on the invoice)

Company: _____ Position: _____

Name: _____ Signed: _____ Date: ____ : ____ : ____

Tel. 01255-860645
FAX. 01255-860156

Company: 4945510 VAT: 529 3442 39
Directors: Chris Garrod & Matthew Wyatt

eMail. info@eandj.info
Web. www.eandj.info