



### **Out of hours emergency**

Our office opening hours are Monday- Friday 9am – 6pm and Saturday 9am – 4pm. If you have a genuine emergency outside these hours please contact the following approved contractors;

**Adam Hayes Electrical Ltd (Electrician)**

01903 762048

**Ken Standing (Plumber)**

07714231868

**PaineManwaring (Plumber)**

01903 237522

If you have locked yourself out and require a locksmith we recommend **Cissbury Masterlocks 01903 207614**. However, this charge would be your responsibility and you would need to provide the office with a new set of keys within three days of having the locks changed