

## **Margaret Gallagher**

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**From:** Margaret Gallagher  
**Sent:** 15 March 2016 18:26  
**To:** 'Christopher Clark'; Keith Thompson  
**Cc:** Peter Doble  
**Subject:** RE: Exchange and completion

Chris

Saw this, but had no time to respond earlier. My previous emails covers my response.

Regards

Margaret

Margaret Gallagher  
Head of Estates  
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Email: [margaret.gallagher@waltham.ac.uk](mailto:margaret.gallagher@waltham.ac.uk)

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**From:** Christopher Clark [<mailto:C.Clark@glenny.co.uk>]  
**Sent:** 15 March 2016 16:38  
**To:** Margaret Gallagher; Keith Thompson  
**Cc:** Peter Doble  
**Subject:** RE: Exchange and completion

Margaret

I haven't actually had confirmation that Circle has agreed the Heads of Terms although it appears to be implied by Alex Rivers' email.

I put a call in to Alex earlier today asking him to confirm that he is content with the original definition of "habitable rooms" in the HoT. Shall let you know when I have explicit confirmation.

Regards

Chris

Christopher Clark MRICS Senior Associate  
Residential Development Agency  
m 07733 238 620 ddi 020 3141 3522



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**From:** Margaret Gallagher [mailto:margaret.gallagher@waltham.ac.uk]  
**Sent:** 15 March 2016 15:25  
**To:** Keith Thompson; Christopher Clark  
**Cc:** Peter Doble  
**Subject:** FW: Exchange and completion

Keith and Chris

I will check where we are with dates, but are we all OK with issuing contracts? Do we have everything in place?

Regards

Margaret

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**From:** Alex Rivers [mailto:Alex.Rivers@circle.org.uk]  
**Sent:** 15 March 2016 11:39  
**To:** Margaret Gallagher  
**Cc:** Christopher Clark  
**Subject:** Exchange and completion

Hi All,

As we are both aiming to exchange and complete end of the month – could we receive the contract docs now that the HoT's are agreed?

Can you advise on your internal timings for signing of contract docs?

Many Thanks

Alex Rivers  
Development Manager  
Development  
Circle Housing  
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