

# HOUSING FOR WOMEN



## IMPORTANT NOTICE

(Please keep this sheet close to your telephone in case you need to use it.)

### OUT OF HOURS MAINTENANCE EMERGENCY ARRANGEMENTS

The number you should contact AFTER 5pm when the office is closed are as follows:

NATURE OF PROBLEM	CONTACT ORGANISATION	CONTACT NAME	TELEPHONE NUMBER
Gas leak or escape	British Gas Transco		0800 111 999
Failure of main electrical supply to flat or house (not fuses) if adjoining properties have electricity	Ford Flynn Associates	Gordon Ford	020 7501 6150
Severe roof leak	Ford Flynn Associates	Gordon Ford	020 7501 6150
Securing door and/or window: NB loss of key is tenants responsibility	Ford Flynn Associates	Gordon Ford	020 7501 6150
Burst water pipes	Ford Flynn Associates	Gordon Ford	020 7501 6150
Collapsed ceiling	Ford Flynn Associates	Gordon Ford	020 7501 6150
Blockage to main drain	Ford Flynn Associates	Gordon Ford	020 7501 6150
Breakdown in gas central heating between 31 October and 1 May	HFW appointed gas contractor		020 7501 6160
Lift breakdowns in:			
Hillary Daniels House	Elite Elevators		01322 628123
Gulliver Street	Elite Elevators		01322 628123
Mary George House	Elite Elevators		01322 628123
Cann House	Amalgamated Lifts		01689 890962
78-80 Holland Road	Guideline		01322 665677
Watling House	Otis Lifts		0800 181363 (24 hr)
Blakes Road	Otis Lifts		0800 181363 (24 hr)

Emergencies are defined as works necessary to prevent injury to the tenant or further damage to the property. PLEASE NOTE: if you call out the emergency contractor for a non-emergency you will be recharged the full amount.