

INVOICE



Customer
Mitre House Management Company (2017) Limited c/o SAMAS Property Management Stonemead House 95 London Road Croydon Surrey CR0 2RF

Invoice: BHI-FRA-7200

Date: 12/01/2024

Page No: 1 of 1

Raised By: Matthew French

Client Property: Mitre House (35882)

Property Group: SAMAS Property Management

Ref: 4545375

Services for period: 01/01/2024 to 31/03/2024

Description	Quantity	Unit Net	Vat %	Net Total
Management Fee 01 Jan 24 to 31 Mar 24, Service Charge	1	£1,287.38	20	£1,287.38
			Net	£1,287.38
			Vat	£257.48
			Gross	£1,544.86

Vat Reg. Number 884 2422 14

HML and B-hive Property Solutions are trading names of HML PM Limited, Registered in England No 4231933

Registered office First Floor 9-11 The Quadrant Richmond Surrey TW9 1BP

Authorised and Regulated by the Financial Conduct Authority



TAX INVOICE

Mitre House Management Company
(2017) Ltd
c/o D&GBM
4th Floor
192/198 Vauxhall Bridge Road
London
SW1V 1DX

Invoice Date
28 Oct 2024

Account Number
ST1896

Invoice Number
INV-76059

Reference
C198313

VAT Number
364 1663 93

JM2 Group is a Trading name
of JM2 Services Ltd
Damyns Hall Aerodrome
Aveley Road
Upminster
Havering
RM14 2TN
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Cleaning carried out at: Mitre house (twice weekly)	1.00	498.33	20%	498.33
For the Month of October				
			Subtotal	498.33
			Total VAT 20%	99.67
			Invoice Total GBP	598.00
			Total Net Payments GBP	0.00
			Amount Due GBP	598.00

Payment is due immediately upon receipt.

Bank: BARCLAYS
Account Name: JM2 SERVICES LTD
Sort Code: 20-25-19
Account Number: 33077039

Thank you in advance for your co-operation.



Invoice for Electrical work

Invoice number 3012



07877710430
emust337@yahoo.com

VAT. 467046772

Errol Mustafa
17 Fourth Cross Road
Twickenham
Middlesex
TW2 5EL

10/12/2024

Mitre House Management Company Ltd
C/O Douglas and Gordon
192-198 Vauxhall Bridge Road (4th Floor)
London
SW1V 1DX

- Checked lighting on stairs
- Downloaded App, but could not alter settings, as password protected.
- Replaced 5 x GLS LED lamps
- Replaced 15 x LED candle lamps

Labour £100.00
Materials and expenses £97.80
Total ex. Vat £197.80
VAT @ 20% £39.56

Total Inc. VAT £237.36

Please make cheques payable to Errol Mustafa
Bank details: Errol Mustafa 08561586 09-01-26
Payment terms: Two weeks from invoice date

PJ Harte Limited
37-39 Nightingale Grove
Hither Green
London
SE13 6HE
United Kingdom
VAT Number GB 207 0670 91



Invoice

MITRE HOUSE MANAGEMENT COMPANY
(2017) LTD
C/O SAMAS PROPERTY MANAGEMENT
388 NEASDEN LANE NORTH
LONDON
NW10 0BT

Contract Manager: RA

Invoice No	0000022061
Invoice Date	12/06/2024
PJH Reference	J7146
Client Reference	5102456
Account Ref	SAV001

Description	Net
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MITRE HOUSE
INTERNAL WORKS
APPLICATION FOR PAYMENT

FOR WORKS CARRIED OUT AT THE ABOVE IN ACCORDANCE WITH OUR
QUOTATION AND YOUR WORKS ORDER 5102456

APPLICATION FOR PAYMENT
ELECTRICAL ENGINEERS VISIT

267.03

BACS DETAILS:

National Westminster
SIDCUP HIGH STREET, SIDCUP, KENT, DA14 6DL
SORT CODE: 60-19-19 ACCOUNT NO: 27650464
QUERIES TO: accounts@pjharte.co.uk

NET	£267.03
VAT	£53.41
GROSS	£320.44



Bhive
Property Solutions

EXTERNAL INVOICE

Invoice number: 2024/0050

DATE: 10.09.24

BLOCK: Mitre Hse

DESCRIPTION: Building Insurance
Period from 28.03.2024 to 27.03.2025
Premises 124 Kings Road, London, United Kingdom, SW3 4TR

PAYEE: CEM KINGS ROAD SAGL
Sort Code: 30-65-41
Account: 44133160

AMOUNT: £6,778.44



Saxon House
Stephenson Way - Crawley
West Sussex - RH10 1TN
F: 080 8178 8276 - T: 0203 004 0003
E: accounts@artiusfp.co.uk
W: www.artiusfp.co.uk

Customer Address
Samas Property Management
T/A SAMAS Consulting Ltd
388 Neasden Lane North
London
England
NW10 0BT

Site Address
Mitre House
124 Kings Road

London
SW3 4TP

I N V O I C E

			Invoice No.	Date	Page
			3355	04/03/24	1
Type	Tax Point	PO Ref.	Site ID	Customer No.	
SALE	04/03/24		AP1763	AP2119	

Description

Our Call No: 223492

Docket Ref:

Date on Site: 29/02/24

Time on Site: 11:50:00

Time off Site: 12:47:00

Engineer : Paulo Fernandes

Action : Found panel with 3 faults.

1/3 - IO Ad17 124c Shop - Tamper fault/Input fault

2/3 - Smoke detector Ad05 GF Entrance - Internal fault

3/3- Sounder base Ad04 GF Entrance- Internal fault

Went to shop 124c (being refurbished), and the interface was not where it was installed. Looked around the site and found it in a corner at the back of the shop with the cable cut. The security man said that some fire installers were in early in the week, and either they or the decorators may have removed it.

Continued...



...Continued

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			Invoice No.	Date	Page
			3355	04/03/24	2
Type	Tax Point	PO Ref.	Site ID	Customer No.	
SALE	04/03/24		AP1763	AP2119	

Description

Qty.

Price

Value

VAT

Removed cut cable and fitted an input resistor to clear fault. Temporarily installed the IO in the coffee shop.

Devices 04 and 05 were in fault due to low battery. Replaced 3 batteries and clear faults.

Panel left in working order and fault free

Notes:

The wireless device batteries have now reached the recommended 5 years lifespan. Therefore, I strongly recommend that all batteries be replaced to avoid further call outs.

The FA panel batteries are also due replacement.

FA Call out attendance charge - including half an hour on site.

£157.52

£157.52 1

Continued...



...Continued

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			3355	04/03/24	3
Type	Tax Point	PO Ref.	Site ID	Customer No.	
SALE	04/03/24		AP1763	AP2119	

<u>Description</u>	<u>Qty.</u>	<u>Price</u>	<u>Value</u>	<u>VAT</u>
(M-F 0800 - 1700 hours)				
Detector batteries	3	£1.99	£5.97	1
FA Additional Labour per half an hour		£66.00	£66.00	1
(M-F 0800 - 1700 hours)				

Code	Rate	Goods	VAT
1	20.00	£229.49	£45.89
VAT Reg. No.		394797327	

Nett	£229.49
VAT	£45.89
Sub Total	£275.38
Deposit Paid	£0.00
Credit Charge	£0.00
Total	£275.38

Please deduct the Credit Charge if payment is made within 30 days. Our Terms & Conditions apply and are available on request
 Queries must be made in writing or email to accounts@artiusfp.co.uk within 7 days from date of invoice

Payment Details: Bank Account Name: Artius Fire Protection Limited - Barclays Bank - Sort Code 20-78-91, Account No. 60371831.
 Please quote the Invoice and the Customer Number as the payment reference. We accept Credit/Debit Cards.



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I N V O I C E

			Invoice No.	Date	Page
			3617	31/03/24	1
Type	Tax Point	PO Ref.	Site ID	Customer No.	
SALE	31/03/24		AP1763	AP2119	

Description

Our Call No: 223578

Docket Ref:

Date on Site: 28/03/24

Time on Site: 14:02:00

Time off Site: 15:02:00

Engineer : Ahmed Gull

Action : Works completed. Disconnected and removed old 2x 7Ah batteries.

Qty.

Price

Value

VAT

New 2x 7Ah batteries dated and installed. Cables insulated and connected and charging correctly.

Fire alarm panel reset and left healthy with no faults

Quote ref: 34269

£218.46

£218.46 1

Remedial Quoted Works

Code	Rate	Goods	VAT
1	20.00	£218.46	£43.69
VAT Reg. No.		394797327	

Nett	£218.46
VAT	£43.69
Sub Total	£262.15
Deposit Paid	£0.00
Credit Charge	£0.00
Total	£262.15

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I N V O I C E

			Invoice No.	Date	Page
			5139	17/09/24	1
Type	Tax Point	PO Ref.	Site ID	Customer No.	
SALE	17/09/24	5430025	AP1763	AP2119	

Description

Our Call No: 224936
 Docket Ref:
 Date on Site: 16/09/24
 Time on Site: 15:30:00
 Time off Site: 16:19:00
 Engineer : Ahmed Gull
 Action : Completed the fire alarm maintenance PPM

Fire alarm panel is now healthy with no faults after remedial works carried out.
 However, 1x manual call point still requires to be replaced located in ground floor rear exit device address 3 See remedial work report 226309.

Address 17 and 18 link to shops disabled prior to testing.

Tested all devices and found all devices actuated and reset satisfactory.

Continued...



...Continued

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			Invoice No.	Date	Page
			5139	17/09/24	2
Type	Tax Point	PO Ref.	Site ID	Customer No.	
SALE	17/09/24	5430025	AP1763	AP2119	

Description

Zone 1 to Zone 4.

Backup batteries tested and found in good health
Batteries: 2x 7Ah inst: 28/3/24
Charging: 27.60v
Batt1: 12.78v-7.8Ah Batt2: 12.78v-7.8Ah.

Fire alarm panel disablements removed for shops and reinstated to normal condition. Fire alarm panel reset and left healthy with no faults.

Maintenance to Fire Alarm and Emergency Lighting systems	£247.50	£247.50 1
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Code	Rate	Goods	VAT
1	20.00	£247.50	£49.50
VAT Reg. No.		394797327	

Nett	£247.50
VAT	£49.50
Sub Total	£297.00
Deposit Paid	£0.00
Credit Charge	£0.00
Total	£297.00

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Payment Details: Bank Account Name: Artius Fire Protection Limited - Barclays Bank - Sort Code 20-78-91, Account No. 60371831.
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I N V O I C E

			Invoice No.	Date	Page
			2833	15/01/24	1
Type	Tax Point	PO Ref.	Site ID	Customer No.	
SALE	15/01/24		AP1763	AP2119	

Description

Qty.

Price

Value

VAT

Our Call No: 221617
Docket Ref:
Date on Site: 09/01/24
Time on Site: 14:00:00
Time off Site: 15:00:00
Engineer : Ahmed Gull
Action : Commenced the routine fire alarm maintenance service.
Found fire alarm panel in fire mode on arrival. Indicating input activated Wireless I/O Dual Zone Ad18.02 LP1 Zone 6 at St George Coffee shop. activated on the 17/12/23 12:40HRS. Checked with office and found that no call was made or email sent regarding this fire activation to investigate and reset the panel past that week of 17/13/23. The panel was reset, and the system was put on test mode. Zones 5 and 6 were isolated, which are linked to shops next door. Tested all devices within Zone 1-4 within Mitre House property. All devices tested actuated correctly and reset satisfactory. No faults were found at the time of inspection and testing. Backup batteries

Continued...



...Continued

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I N V O I C E

			Invoice No.	Date	Page
			2833	15/01/24	2
Type	Tax Point	PO Ref.	Site ID	Customer No.	
SALE	15/01/24		AP1763	AP2119	

Description

tested and battery 1 returned reading of 4.1Ah current charge that's below the recommended level as per manufacturer Battery 2 showed reading of 4.6Ah that's the edge of the minimum required current charge level. Therefore, I recommend having 2 new sets of 7Ah batteries. On completion, the fire alarm panel was reset, all isolation returned back to normal condition, and Panel was left fault free.

Maintenance to Fire Alarm and Emergency Lighting systems	£247.50	£247.50 1
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Code	Rate	Goods	VAT
1	20.00	£247.50	£49.50
VAT Reg. No.		394797327	

Nett	£247.50
VAT	£49.50
Sub Total	£297.00
Deposit Paid	£0.00
Credit Charge	£0.00
Total	£297.00

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Payment Details: Bank Account Name: Artius Fire Protection Limited - Barclays Bank - Sort Code 20-78-91, Account No. 60371831.
Please quote the Invoice and the Customer Number as the payment reference. We accept Credit/Debit Cards.



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			Invoice No.	Date	Page
			3617	31/03/24	1
Type	Tax Point	PO Ref.	Site ID	Customer No.	
SALE	31/03/24		AP1763	AP2119	

Description

Our Call No: 223578
 Docket Ref:
 Date on Site: 28/03/24
 Time on Site: 14:02:00
 Time off Site: 15:02:00
 Engineer : Ahmed Gull
 Action : Works completed. Disconnected and removed old 2x 7Ah batteries.

Qty. Price Value VAT

New 2x 7Ah batteries dated and installed. Cables insulated and connected and charging correctly.

Fire alarm panel reset and left healthy with no faults
 Quote ref: 34269

£218.46 £218.46 1

Remedial Quoted Works

Code	Rate	Goods	VAT
1	20.00	£218.46	£43.69
VAT Reg. No.		394797327	

Nett	£218.46
VAT	£43.69
Sub Total	£262.15
Deposit Paid	£0.00
Credit Charge	£0.00
Total	£262.15

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I N V O I C E

			Invoice No.	Date	Page
			5138	17/09/24	1
Type	Tax Point	PO Ref.	Site ID	Customer No.	
SALE	17/09/24	5430025	AP1763	AP2119	

Description

Our Call No: 226309
 Docket Ref:
 Date on Site: 16/09/24
 Time on Site: 09:30:00
 Time off Site: 15:30:00
 Engineer : Ahmed Gull
 Action : Investigated fire alarm panel and found panel with 4 faults.

2nd floor stairwell Combine sounder address 9 and address 10 detector disconnected fault.

Ground floor Smoke detector address 5 disconnected fault

Ground floor manual call by rear fire exit Address 3 Internal fault.

Replaced ground floor entrance smoke detector and base. Found the faulty

Continued...



...Continued

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I N V O I C E

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			5138	17/09/24	2
Type	Tax Point	PO Ref.	Site ID	Customer No.	
SALE	17/09/24	5430025	AP1763	AP2119	

Description

Qty.

Price

Value

VAT

one was heavily contaminated due to water ingress. New one fitted and reprogrammed. on Wireless module . Fault cleared and operating all Ok.

2nd floor Sounder base batteries replaced and refitted and fault cleared.

Ground floor manual call point Address 3 checked and batteries replaced. However, the fault would not clear. Checked on wireless modular, and it shows that it can not recognise the battery pack 1 but sees bated pack 2 all Ok. Manual call point Address needs replacing. The device was temporarily removed from the hub and Configuration until the replacement part arrives.

Replaced all remaining devices with brand new batteries. Configured, reset, and all are in good working order.

Fire Alarm Panel was left in a healthy working order with no faults.

Continued...



...Continued

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			5138	17/09/24	3
Type	Tax Point	PO Ref.	Site ID		Customer No.
SALE	17/09/24	5430025	AP1763		AP2119

Description

Observations:

Sounder base with smoke to be fitted by ground floor entrance. No sounder currently. this is to be replaced with the current fitted standard base with smoke.

Faulty Manual call point Address 3 to be replaced on ground floor rear exit.
Quote ref: 35556

Remedial Quoted Works

Detector batteries

Qty. Price Value VAT

£286.87 £286.87 1

84 £1.99 £167.16 1

Code	Rate	Goods	VAT
1	20.00	£454.03	£90.80
VAT Reg. No.		394797327	

Nett	£454.03
VAT	£90.80
Sub Total	£544.83
Deposit Paid	£0.00
Credit Charge	£0.00
Total	£544.83

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SALE	17/09/24	5430025	AP1763	AP2119	

Description

Our Call No: 224936

Docket Ref:

Date on Site: 16/09/24

Time on Site: 15:30:00

Time off Site: 16:19:00

Engineer : Ahmed Gull

Action : Completed the fire alarm maintenance PPM

Fire alarm panel is now healthy with no faults after remedial works carried out.

However, 1x manual call point still requires to be replaced located in ground floor rear exit device address 3 See remedial work report 226309.

Address 17 and 18 link to shops disabled prior to testing.

Tested all devices and found all devices actuated and reset satisfactory.

Continued...



...Continued

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Description

Zone 1 to Zone 4.

Backup batteries tested and found in good health
Batteries: 2x 7Ah inst: 28/3/24
Charging: 27.60v
Batt1: 12.78v-7.8Ah Batt2: 12.78v-7.8Ah.

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95 London Road
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Surrey
CR0 2RF

Invoice: BHI-CFN-7124

Date: 11/01/2024

Page No: 1 of 1

Raised By: Neethu Thathupara

Client Property: Mitre House (35882)

Property Group: SAMAS Property Management

Description	Quantity	Unit Net	Vat %	Net Total
Accountancy Prep fee Jan-Dec 2024	1	£150.00	20	£150.00
			Net	£150.00
			Vat	£30.00
			Gross	£180.00

Vat Reg. Number 884 2422 14

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Registered office First Floor 9-11 The Quadrant Richmond Surrey TW9 1BP

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Surrey
CR0 2RF

Invoice: BHI-FRA-7407

Date: 08/01/2024

Page No: 1 of 1

Raised By: Matthew French

Client Property: Mitre House (35882)

Property Group: SAMAS Property Management

Ref: c141254

Services for period: 01/12/2023 to 31/12/2023

Description	Quantity	Unit Net	Vat %	Net Total
Mailing Recharge Dec 23, 0 1st Class Items £0.00, 1 2nd Class Items £1.40, 0 International Items £0.00, 0 Signed Items £0.00	1	£1.40	20	£1.40
			Net	£1.40
			Vat	£0.28
			Gross	£1.68

Vat Reg. Number 884 2422 14

HML and B-hive Property Solutions are trading names of HML PM Limited, Registered in England No 4231933

Registered office First Floor 9-11 The Quadrant Richmond Surrey TW9 1BP

Authorised and Regulated by the Financial Conduct Authority

INVOICE



Customer
Mitre House Management Company (2017) Limited c/o SAMAS Property Management Stonemead House 95 London Road Croydon Surrey CR0 2RF

Invoice: BHI-FRA-8206

Date: 06/03/2024

Page No: 1 of 1

Raised By: Matthew French

Client Property: Mitre House (35882)

Property Group: SAMAS Property Management

Ref: c246432

Services for period: 01/02/2024 to 29/02/2024

Description	Quantity	Unit Net	Vat %	Net Total
Mailing Recharge Feb 24, 0 1st Class Items £0.00, 19 2nd Class Items £29.27, 0 International Items £0.00, 0 Signed Items £0.00	1	£29.27	20	£29.27
			Net	£29.27
			Vat	£5.85
			Gross	£35.12

Vat Reg. Number 884 2422 14

HML and B-hive Property Solutions are trading names of HML PM Ltd, Registered in England No 4231933

Registered office First Floor 9-11 The Quadrant Richmond Surrey TW9 1BP

Authorised and Regulated by the Financial Conduct Authority

INVOICE



Customer
Mitre House Management Company (2017) Limited c/o SAMAS Property Management Stonemead House 95 London Road Croydon Surrey CR0 2RF

Invoice: BHI-FRA-8873

Date: 16/04/2024

Page No: 1 of 1

Raised By: Matthew French

Client Property: Mitre House (35882)

Property Group: SAMAS Property Management

Ref: 4905813

Services for period: 01/04/2024 to 30/06/2024

Description	Quantity	Unit Net	Vat %	Net Total
Management Fee 01 Apr 24 to 30 Jun 24, Service Charge	1	£1,287.38	20	£1,287.38
			Net	£1,287.38
			Vat	£257.48
			Gross	£1,544.86

Vat Reg. Number 884 2422 14

HML and B-hive Property Solutions are trading names of HML PM Ltd, Registered in England No 4231933

Registered office First Floor 9-11 The Quadrant Richmond Surrey TW9 1BP

Authorised and Regulated by the Financial Conduct Authority

INVOICE



Customer
Mitre House Management Company (2017) Limited c/o SAMAS Property Management Stonemead House 95 London Road Croydon Surrey CR0 2RF

Invoice: BHI-FRA-8660

Date: 08/04/2024

Page No: 1 of 1

Raised By: Matthew French

Client Property: Mitre House (35882)

Property Group: SAMAS Property Management

Ref: c246432

Services for period: 01/03/2024 to 31/03/2024

Description	Quantity	Unit Net	Vat %	Net Total
Mailing Recharge Mar 24, 0 1st Class Items £0.00, 19 2nd Class Items £23.10, 0 International Items £0.00, 0 Signed Items £0.00	1	£23.10	20	£23.10
			Net	£23.10
			Vat	£4.62
			Gross	£27.72

Vat Reg. Number 884 2422 14

HML and B-hive Property Solutions are trading names of HML PM Ltd, Registered in England No 4231933

Registered office First Floor 9-11 The Quadrant Richmond Surrey TW9 1BP

Authorised and Regulated by the Financial Conduct Authority

INVOICE



Customer
Mitre House Management Company (2017) Limited c/o SAMAS Property Management Stonemead House 95 London Road Croydon Surrey CR0 2RF

Invoice: BHI-CSC-9577

Date: 26/04/2024

Page No: 1 of 1

Raised By: Richard Staples

Client Property: Mitre House (35882)

Property Group: SAMAS Property Management

Ref: 4949436

Services for period: 01/04/2024 to 31/03/2025

Description	Quantity	Unit Net	Vat %	Net Total
Company Secretarial Fee for "Mitre House Management Company (2017) Limited" 1st April 2024 - 31st March 2025	1	£416.67	20	£416.67
			Net	£416.67
			Vat	£83.33
			Gross	£500.00

Vat Reg. Number 884 2422 14

HML and B-hive Property Solutions are trading names of HML PM Ltd, Registered in England No 4231933

Registered office First Floor 9-11 The Quadrant Richmond Surrey TW9 1BP

Authorised and Regulated by the Financial Conduct Authority

INVOICE



Customer
Mitre House Management Company (2017) Limited c/o SAMAS Property Management Stonemead House 95 London Road Croydon Surrey CR0 2RF

Invoice: BHI-FRA-10186

Date: 09/05/2024

Page No: 1 of 1

Raised By: Matthew French

Client Property: Mitre House (35882)

Property Group: SAMAS Property Management

Ref: c246432

Services for period: 01/04/2024 to 30/04/2024

Description	Quantity	Unit Net	Vat %	Net Total
Mailing Recharge Apr 24, 0 1st Class Items £0.00, 13 2nd Class Items £15.11, 0 International Items £0.00, 0 Signed Items £0.00	1	£15.11	20	£15.11
			Net	£15.11
			Vat	£3.02
			Gross	£18.13

Vat Reg. Number 884 2422 14

HML and B-hive Property Solutions are trading names of HML PM Ltd, Registered in England No 4231933

Registered office First Floor 9-11 The Quadrant Richmond Surrey TW9 1BP

Authorised and Regulated by the Financial Conduct Authority

INVOICE



Customer
Mitre House Management Company (2017) Limited c/o SAMAS Property Management Stonemead House 95 London Road Croydon Surrey CR0 2RF

Invoice: BHI-HSA-10284

Date: 24/05/2024

Page No: 1 of 1

Raised By: Erandika Ratnapala

Client Property: Mitre House (35882)

Property Group: SAMAS Property Management

Ref: 4639919

Service Date: 17/05/2024

Description	Quantity	Unit Net	Vat %	Net Total
Combined H&S+FRA (9 Units) Completed on 17/05/2024	1	£448.00	20	£448.00
			Net	£448.00
			Vat	£89.60
			Gross	£537.60

Vat Reg. Number 884 2422 14

HML and B-hive Property Solutions are trading names of HML PM Ltd, Registered in England No 4231933

Registered office First Floor 9-11 The Quadrant Richmond Surrey TW9 1BP

Authorised and Regulated by the Financial Conduct Authority

INVOICE



Customer
Mitre House Management Company (2017) Limited c/o SAMAS Property Management Stonemead House 95 London Road Croydon Surrey CR0 2RF

Invoice: BHI-FRA-11539

Date: 01/07/2024

Page No: 1 of 1

Raised By: Matthew French

Client Property: Mitre House (35882)

Property Group: SAMAS Property Management

Ref: 5180613

Services for period: 01/07/2024 to 30/09/2024

[illegible]

Vat Reg. Number 884 2422 14

HML and B-hive Property Solutions are trading names of HML PM Ltd, Registered in England No 4231933

Registered office First Floor 9-11 The Quadrant Richmond Surrey TW9 1BP

Authorised and Regulated by the Financial Conduct Authority

INVOICE



Customer
Mitre House Management Company (2017) Limited c/o SAMAS Property Management Stonemead House 95 London Road Croydon Surrey CR0 2RF

Invoice: BHI-FRA-10741

Date: 10/06/2024

Page No: 1 of 1

Raised By: Matthew French

Client Property: Mitre House (35882)

Property Group: SAMAS Property Management

Ref: c246432

Services for period: 01/05/2024 to 31/05/2024

Description	Quantity	Unit Net	Vat %	Net Total
Mailing Recharge May 24, 0 1st Class Items £0.00, 3 2nd Class Items £2.91, 0 International Items £0.00, 0 Signed Items £0.00	1	£2.91	20	£2.91
			Net	£2.91
			Vat	£0.58
			Gross	£3.49

Vat Reg. Number 884 2422 14

HML and B-hive Property Solutions are trading names of HML PM Ltd, Registered in England No 4231933

Registered office First Floor 9-11 The Quadrant Richmond Surrey TW9 1BP

Authorised and Regulated by the Financial Conduct Authority

INVOICE



Customer
Mitre House Management Company (2017) Limited c/o SAMAS Property Management Stonemead House 95 London Road Croydon Surrey CR0 2RF

Invoice: BHI-OOH-10840

Date: 19/06/2024

Page No: 1 of 1

Raised By: Louise Barretta

Client Property: Mitre House (35882)

Property Group: SAMAS Property Management

Services for period: 01/04/2024 to 31/03/2025

Description	Quantity	Unit Net	Vat %	Net Total
Out of hours billing	9	£20.00	20	£180.00
			Net	£180.00
			Vat	£36.00
			Gross	£216.00

Vat Reg. Number 884 2422 14

HML and B-hive Property Solutions are trading names of HML PM Ltd, Registered in England No 4231933

Registered office First Floor 9-11 The Quadrant Richmond Surrey TW9 1BP

Authorised and Regulated by the Financial Conduct Authority

INVOICE



Customer
Mitre House Management Company (2017) Limited c/o SAMAS Property Management Stonemead House 95 London Road Croydon Surrey CR0 2RF

Invoice: BHI-OOH-11049

Date: 01/07/2024

Page No: 1 of 1

Raised By: Samantha Clear

Client Property: Mitre House (35882)

Property Group: SAMAS Property Management

Description	Quantity	Unit Net	Vat %	Net Total
Evacuation Letters	1	£38.00	20	£38.00
			Net	£38.00
			Vat	£7.60
			Gross	£45.60

Vat Reg. Number 884 2422 14

HML and B-hive Property Solutions are trading names of HML PM Ltd, Registered in England No 4231933

Registered office First Floor 9-11 The Quadrant Richmond Surrey TW9 1BP

Authorised and Regulated by the Financial Conduct Authority

INVOICE



Customer
Mitre House Management Company (2017) Limited c/o SAMAS Property Management Stonemead House 95 London Road Croydon Surrey CR0 2RF

Invoice: BHI-CSC-12237

Date: 16/07/2024

Page No: 1 of 1

Raised By: Richard Staples

Client Property: Mitre House (35882)

Property Group: SAMAS Property Management

Ref: 5238437

Services for period: 01/04/2024 to 31/12/2024

Description	Quantity	Unit Net	Vat %	Net Total
PEPS/Sanctions Screening Costs 01/04/2024 – 31/12/2024	9	£0.75	20	£6.75
			Net	£6.75
			Vat	£1.35
			Gross	£8.10

Vat Reg. Number 884 2422 14

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Registered office First Floor 9-11 The Quadrant Richmond Surrey TW9 1BP

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INVOICE



Customer
Mitre House Management Company (2017) Limited c/o SAMAS Property Management Stonemead House 95 London Road Croydon Surrey CR0 2RF

Invoice: BHI-FRA-11755

Date: 08/07/2024

Page No: 1 of 1

Raised By: Matthew French

Client Property: Mitre House (35882)

Property Group: SAMAS Property Management

Ref: c246432

Services for period: 01/06/2024 to 30/06/2024

Description	Quantity	Unit Net	Vat %	Net Total
Mailing Recharge Jun 24, 0 1st Class Items £0.00, 3 2nd Class Items £4.05, 0 International Items £0.00, 0 Signed Items £0.00	1	£4.05	20	£4.05
			Net	£4.05
			Vat	£0.81
			Gross	£4.86

Vat Reg. Number 884 2422 14

HML and B-hive Property Solutions are trading names of HML PM Ltd, Registered in England No 4231933

Registered office First Floor 9-11 The Quadrant Richmond Surrey TW9 1BP

Authorised and Regulated by the Financial Conduct Authority

INVOICE



Customer
Mitre House Management Company (2017) Limited c/o SAMAS Property Management Stonemead House 95 London Road Croydon Surrey CR0 2RF

Invoice: BHI-FRA-13280

Date: 28/08/2024

Page No: 1 of 1

Raised By: Matthew French

Client Property: Mitre House (35882)

Property Group: SAMAS Property Management

Ref: c246432

Services for period: 01/07/2024 to 31/07/2024

Description	Quantity	Unit Net	Vat %	Net Total
Mailing Recharge Jul 24, 0 1st Class Items £0.00, 18 2nd Class Items £23.52, 0 International Items £0.00, 0 Signed Items £0.00	1	£23.52	20	£23.52
			Net	£23.52
			Vat	£4.70
			Gross	£28.22

Vat Reg. Number 884 2422 14

HML and B-hive Property Solutions are trading names of HML PM Ltd, Registered in England No 4231933

Registered office First Floor 9-11 The Quadrant Richmond Surrey TW9 1BP

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INVOICE



Customer
Mitre House Management Company (2017) Limited c/o SAMAS Property Management Stonemead House 95 London Road Croydon Surrey CR0 2RF

Invoice: BHI-FRA-13767

Date: 09/09/2024

Page No: 1 of 1

Raised By: Matthew French

Client Property: Mitre House (35882)

Property Group: SAMAS Property Management

Ref: c246432

Services for period: 01/08/2024 to 31/08/2024

Description	Quantity	Unit Net	Vat %	Net Total
Mailing Recharge Aug 24, 0 1st Class Items £0.00, 4 2nd Class Items £4.80, 0 International Items £0.00, 0 Signed Items £0.00	1	£4.80	20	£4.80
			Net	£4.80
			Vat	£0.96
			Gross	£5.76

Vat Reg. Number 884 2422 14

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Registered office First Floor 9-11 The Quadrant Richmond Surrey TW9 1BP

Authorised and Regulated by the Financial Conduct Authority

INVOICE



Customer
Mitre House Management Company (2017) Limited c/o SAMAS Property Management Stonemead House 95 London Road Croydon Surrey CR0 2RF

Invoice: BHI-CFN-13864

Date: 25/09/2024

Page No: 1 of 1

Raised By: Neethu Thathupara

Client Property: Mitre House (35882)

Property Group: SAMAS Property Management

Description	Quantity	Unit Net	Vat %	Net Total
Financial Handover Fee	1	£250.00	20	£250.00
			Net	£250.00
			Vat	£50.00
			Gross	£300.00

Vat Reg. Number 884 2422 14

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Registered office First Floor 9-11 The Quadrant Richmond Surrey TW9 1BP

Authorised and Regulated by the Financial Conduct Authority

INVOICE



Customer
Mitre House Management Company (2017) Limited c/o SAMAS Property Management Stonemead House 95 London Road Croydon Surrey CR0 2RF

Invoice: BHI-CFN-13894

Date: 30/09/2024

Page No: 1 of 1

Raised By: Neethu Thathupara

Client Property: Mitre House (35882)

Property Group: SAMAS Property Management

Description	Quantity	Unit Net	Vat %	Net Total
Financial Handover Fee	1	£250.00	20	£250.00
			Net	£250.00
			Vat	£50.00
			Gross	£300.00

Vat Reg. Number 884 2422 14

HML and B-hive Property Solutions are trading names of HML PM Ltd, Registered in England No 4231933

Registered office First Floor 9-11 The Quadrant Richmond Surrey TW9 1BP

Authorised and Regulated by the Financial Conduct Authority

CREDIT NOTE



Customer
Mitre House Management Company (2017) Limited c/o SAMAS Property Management Stonemead House 95 London Road Croydon Surrey CR0 2RF

Credit Note: BHI-CFN-13895

Date: 30/09/2024

Page No: 1 of 1

Raised By: Neethu Thathupara

Client Property: Mitre House (35882)

Property Group: SAMAS Property Management

Description	Unit Net	Vat %	Net Total
Duplicate handover fee	-£250.00	20	-£250.00
			Net -£250.00
			Vat -£50.00
			Gross -£300.00

Vat Reg. Number 884 2422 14

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Registered office First Floor 9-11 The Quadrant Richmond Surrey TW9 1BP

Authorised and Regulated by the Financial Conduct Authority

Rental account due

Includes fault repairs, routine maintenance, call out and labour.



Mitre House Management (2017) Ltd
C/O Samas Property Management
388 Neasden Lane North
London
NW10 0BT

Date	15/06/2024
Reference	C285 /2407

Site	Ref	Cust ref	Due		Net	VAT	Gross
Entryphone Rental contract (including fault repairs, parts, call-out and labour *) for year commencing 1 Jul 24							
Mitre House 124 Kings Road London SW3 4TP	C285	c252982	Jul 24	per year	288.88	57.78	346.66
VAT Rate 20.00%					288.88	57.78	346.66

* Exclusions apply - see rental contract

23 Granville Road, London SW18 5SD - T 020 8870 8635 - entryphone.co.uk - enquiries@entryphone.co.uk



Remittance

Date 15/06/2024
Ref/Site **C285 /2407** - Mitre House 124 Kings Road SW3 4TP
Total 346.66

For email billing go to: entryphone.co.uk/paperlessbilling. Direct debit form download: entryphone.co.uk/directdebit

Entryphone Co Ltd - VAT 239 5007 64 - Company No 614411 - Barclays Bank PLC 20-20-14 Acc. 70358797
23 Granville Road, London SW18 5SD - T 020 8870 8635 - entryphone.co.uk - enquiries@entryphone.co.uk



KINETIC
LIFT SERVICES

Kinetic Lift Services Ltd
Fleet House
Springhead Enterprise Park
Northfleet
Kent, DA11 8HJ
020 3086 7756
www.kineticliftservices.co.uk

Mitre House Management Company (2017) Ltd
c/o HML PM Ltd

Invoice No:	NV13353
Invoice Date:	11/3/24
Cust. Order No:	c252975
Account No:	MITRE01

Mitre House, 124 Kings Road, London SW3 4TP

Contract No: SC11061

Service contract quarterly payment
For The Period 9/1/2024 to 8/4/2024
c252975 Unit ref Passenger Lift

Contract Type: B (Including Call Out)
Number of service visits per year: 12

Payment Due Within 30 Days

VAT Reg No. 234 4843 08

Thank you for your business
Please make cheques payable to Kinetic Lift Services Ltd
BACS Transfer: Account no. 89231282 Sort code. 09-01-28

Invoice Ex VAT	£ 270.00
VAT %	20.0%
Vat	£ 54.00
Total Amount	£ 324.00
Payment Due By	10/4/24



KINETIC
LIFT SERVICES

Kinetic Lift Services Ltd
Fleet House
Springhead Enterprise Park
Northfleet
Kent, DA11 8HJ
020 3086 7756
www.kineticliftservices.co.uk

Mitre House Management Company (2017) Ltd
c/o HML PM Ltd

Invoice No:	NV13409
Invoice Date:	16/4/24
Cust. Order No:	c252975
Account No:	MITRE01

Mitre House, 124 Kings Road, London SW3 4TP

Contract No: SC11061

Service contract quarterly payment
For The Period 9/4/2024 to 8/7/2024
c252975 Unit ref Passenger Lift

Contract Type: B (Including Call Out)
Number of service visits per year: 12

Payment Due Within 30 Days

VAT Reg No. 234 4843 08

Thank you for your business
Please make cheques payable to Kinetic Lift Services Ltd
BACS Transfer: Account no. 89231282 Sort code. 09-01-28

Invoice Ex VAT	£ 270.00
VAT %	20.0%
Vat	£ 54.00
Total Amount	£ 324.00
Payment Due By	16/5/24



KINETIC
LIFT SERVICES

Kinetic Lift Services Ltd
Fleet House
Springhead Enterprise Park
Northfleet
Kent, DA11 8HJ
020 3086 7756
www.kineticliftservices.co.uk

Mitre House Management Company (2017) Ltd
c/o HML PM Ltd

Invoice No:	NV13575
Invoice Date:	11/7/24
Cust. Order No:	c252975
Account No:	MITRE01

Mitre House, 124 Kings Road, London SW3 4TP

Contract No: SC11061

Service contract quarterly payment
For The Period 9/7/2024 to 7/10/2024
c252975 Unit ref Passenger Lift

Contract Type: B (Including Call Out)
Number of service visits per year: 12

Payment Due Within 30 Days

VAT Reg No. 234 4843 08

Thank you for your business
Please make cheques payable to Kinetic Lift Services Ltd
BACS Transfer: Account no. 89231282 Sort code. 09-01-28

Invoice Ex VAT	£ 270.00
VAT %	20.0%
Vat	£ 54.00
Total Amount	£ 324.00
Payment Due By	10/8/24



Mitre House Management Company (2017)
Limited
C/O Mitre House
London
SW3 4TP

Invoice

Client Ref: 91829850 Invoice Ref: 537151929 Invoice Date: 13 September 2024

			Amounts (£)	Total (£)
Engineering and Construction 124-124c Kings Road ,London ,SW3 4TP New Business	Zurich Insurance Company Ltd	Premium	550.00	656.00
	Policy Number: TBA	Insurance Premium Tax	6.00	
	Effective Date: 23/09/24	VAT	100.00	
TOTAL				656.00

Payment Terms: Invoice Net 30

Please forward your remittance in settlement of the amount specified above, our bank details are shown below. Please quote the invoice number as our reference.

Bank Account: St Giles Insurance and Finance Services Limited
Bank Details: HSBC Bank
Sort Code: 40-05-30.
Account Number: 93695360 (IBAN GB04MIDL40053093695360 SWIFT/BIC MIDLGB22)

COMMENTS :
LO-00006177



Saxon House
 Stephenson Way - Crawley
 West Sussex - RH10 1TN
 F: 080 8178 8276 - T: 0203 004 0003
 E: accounts@artiusfp.co.uk
 W: www.artiusfp.co.uk

Customer Address
 Mitre House Management Company
 (2017) Ltd c/o SAMAS Property
 Management 388 Neasden Lane
 North London
 England
 NW10 0BT

Site Address
 Mitre House
 124 Kings Road

London
 SW3 4TP

I N V O I C E

Invoice No.	Date	Page
5138	17/09/24	1

Type	Tax Point	PO Ref.	Site ID	Customer No.
SALE	17/09/24	5430025	AP1763	AP2119

Description

Our Call No: 226309
 Docket Ref:
 Date on Site: 16/09/24
 Time on Site: 09:30:00
 Time off Site: 15:30:00
 Engineer : Ahmed Gull
 Action : Investigated fire alarm panel and found panel with 4 faults.

2nd floor stairwell Combine sounder address 9 and address 10 detector disconnected fault.

Ground floor Smoke detector address 5 disconnected fault

Ground floor manual call by rear fire exit Address 3 Internal fault.

Replaced ground floor entrance smoke detector and base. Found the faulty

Continued...



...Continued

Saxon House
 Stephenson Way - Crawley
 West Sussex - RH10 1TN
 F: 080 8178 8276 - T: 0203 004 0003
 E: accounts@artiusfp.co.uk
 W: www.artiusfp.co.uk

Customer Address
 Mitre House Management Company
 (2017) Ltd c/o SAMAS Property
 Management 388 Neasden Lane
 North London
 England
 NW10 0BT

Site Address
 Mitre House
 124 Kings Road

London
 SW3 4TP

I N V O I C E

			Invoice No.	Date	Page
			5138	17/09/24	2
Type	Tax Point	PO Ref.	Site ID	Customer No.	
SALE	17/09/24	5430025	AP1763	AP2119	

Description

Qty.

Price

Value

VAT

one was heavily contaminated due to water ingress. New one fitted and reprogrammed. on Wireless module . Fault cleared and operating all Ok.

2nd floor Sounder base batteries replaced and refitted and fault cleared.

Ground floor manual call point Address 3 checked and batteries replaced. However, the fault would not clear. Checked on wireless modular, and it shows that it can not recognise the battery pack 1 but sees bated pack 2 all Ok. Manual call point Address needs replacing. The device was temporarily removed from the hub and Configuration until the replacement part arrives.

Replaced all remaining devices with brand new batteries. Configured, reset, and all are in good working order.

Fire Alarm Panel was left in a healthy working order with no faults.

Continued...



...Continued

Saxon House
Stephenson Way - Crawley
West Sussex - RH10 1TN
F: 080 8178 8276 - T: 0203 004 0003
E: accounts@artiusfp.co.uk
W: www.artiusfp.co.uk

Customer Address
Mitre House Management Company
(2017) Ltd c/o SAMAS Property
Management 388 Neasden Lane
North London
England
NW10 0BT

Site Address
Mitre House
124 Kings Road

London
SW3 4TP

I N V O I C E

			Invoice No.	Date	Page
			5138	17/09/24	3
Type	Tax Point	PO Ref.	Site ID	Customer No.	
SALE	17/09/24	5430025	AP1763	AP2119	

Description

Observations:

Sounder base with smoke to be fitted by ground floor entrance. No sounder currently. this is to be replaced with the current fitted standard base with smoke.

Faulty Manual call point Address 3 to be replaced on ground floor rear exit.
Quote ref: 35556

Remedial Quoted Works

Detector batteries

Qty. Price Value VAT

£286.87 £286.87 1

84 £1.99 £167.16 1

Code	Rate	Goods	VAT
1	20.00	£454.03	£90.80
VAT Reg. No.		394797327	

Nett	£454.03
VAT	£90.80
Sub Total	£544.83
Deposit Paid	£0.00
Credit Charge	£0.00
Total	£544.83

Please deduct the Credit Charge if payment is made within 30 days. Our Terms & Conditions apply and are available on request
Queries must be made in writing or email to accounts@artiusfp.co.uk within 7 days from date of invoice

Payment Details: Bank Account Name: Artius Fire Protection Limited - Barclays Bank - Sort Code 20-78-91, Account No. 60371831.
Please quote the Invoice and the Customer Number as the payment reference. We accept Credit/Debit Cards.

S&M Electrical Ltd

Established since 1987

Office 210, Devonshire House, 582 Honeypot Lane, Stanmore, Middlesex, HA7 1JS
Tel: 020 8954 7737 | Mob: 07831 269587 | Email: info@smelec.co.uk

VAT No. GB 495 2628 13

D&G Block Management
4th Floor
192-198 Vauxhall Bridge Road
London
SW1V 1DX

INVOICE No: 0048869

Date: 06/11/2024

Re: Mitre House, SW3 4TP
Order No: Email: 25/10/2024 12:08
Work date: 28/10/2024
Our Job No: OCT69559 / VF

To:

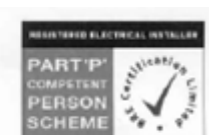
1. Attended site as per your order 25/10/2024 12:08 and tested out faulty lighting to common parts floors and stairs. Systematically traced through wiring and managed to repair lights and clear faults.
2. Managed to reinstate supplies.
3. Replaced faulty lamps.
4. NOTE; the sensors need adjustment, however they will need a specialist to carry this out.

Cost	£ 256.00
Sub Total	£ 256.00
VAT @ 20%	£ 51.20
INVOICE TOTAL	£ 307.20

Bank details: Lloyds Bank Account No. 01752960 Sort Code: 30-98-07
E. & O.E. PAYMENT TERMS: WITHIN 28 DAYS OF INVOICE DATE.
All goods remain the property of S & M Electrical Ltd. until paid for in full.



Registration No. 2187321



MITRE HOUSE MANAGMENT LIMITED

Invoice: 152584
Billing Period (Ending): 31 August 2024
Date (Tax Point): 09 September 2024



MITRE HOUSE MANAGEMENT LTD
C/O SAMAS PROPERTY MANAGEMENT
388 NEASDEN LANE NORTH
LONDON
NW10 0BT

Urbancoms Ltd
3 Oakleigh Road North
Whetstone
London
N20 9HE
Company Registration No. 7831165
VAT No. 163 4384 07

invoice

IP Lift Line Conversion is ready for you!



LIFT LINES

Convert your Analogue LIFT lines to
[IP Voice Replacement](#) Today

- Maintain existing Lift Diallers
- Maintain Existing Cabling
- No expensive dialler upgrades on site
- Up to date Technology.
- Connected service with back-up

Talk to the experts at Urbancoms on
[0208 445 1599](tel:02084451599)

Call Charges Breakdown

Outbound Calls	£0.01
Mobile Calls	£0.00
Mobile Data	£0.00
Inbound Calls	£0.00

Total Charges

Total Call Charges	£0.01
Total Service Charges	£69.99

VAT (20% of £70.00) £14.00

Total Amount Due £84.00

If you have any queries, please email: support@urbancoms.co.uk
or call us on 020 8445 1599

Company Name: MITRE HOUSE MANAGMENT LIMITED



Invoice Number: 152584
Date (And Tax Point): 09 September 2024
Billing Period (Ending): 31 August 2024

Reminder of bank and remittance details

Bank: Barclays Bank
Account Name: Urbancoms Limited
Sort Code: 20-95-61
Account No: 83729192

Urbancoms Ltd
3 Oakleigh Road North
Whetstone
London
N20 9HE
Company Registration No. 7831165
VAT No. 163 4384 07

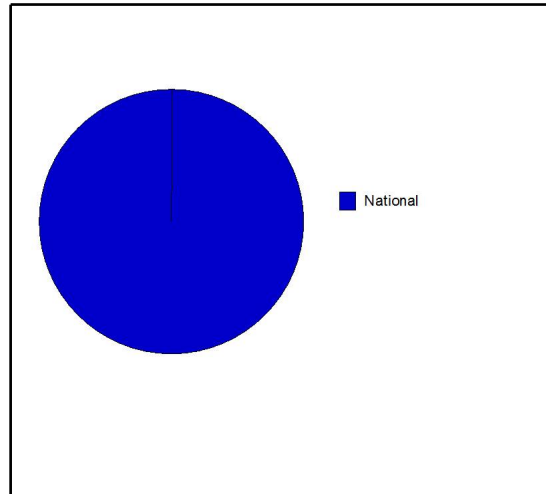
BACS Payment to be received within 7 days from date of invoice

Total Amount Due £84.00

Detailed Call Type Analysis

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

Analysis for Calls from Fixed Lines



Destination	Calls	Duration	Cost
National	1	1:03	£0.0099
Total	1	1:03	£0.0099

Service Charges

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

Telephone Number	Description	Charge Period	Cost
	Admin Processing Fee		£6.75
02075840416	Analogue Premium Rental	01/09/2024 to 30/09/2024	£19.95
BBEU50152646	BTW FTTC (SOGEA) 80/20	01/09/2024 to 30/09/2024	£43.29
Total			£69.99

Line Report

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

CLI	Calls	Call Charges	Service Charges	Total
02075840416	1	£0.0099	£19.95	£19.96
BBEU50152646	0	£0.0000	£43.29	£43.29
Other	0	£0.0000	£6.75	£6.75
Total	1	£0.0099	£69.99	£70.00



Invoice Number: 152584
Date (And Tax Point): 09 September 2024
Billing Period (Ending): 31 August 2024

Urbancoms Ltd
3 Oakleigh Road North
Whetstone
London
N20 9HE
Company Registration No. 7831165
VAT No. 163 4384 07

Page 2 of 2

Itemised Call Statement

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

02075840416

Tel No.	Call Date	Time	Duration	Cost	Destination	Extn.	Called From
02030867756	01/08/2024	17:26:43	1:03	£0.0099	London		02075840416

Total Duration for 02075840416 : 1:03
Total Spend for 02075840416 : £0.0099

MITRE HOUSE MANAGMENT LIMITED

Invoice: 154523
Billing Period (Ending): 30 September 2024
Date (Tax Point): 09 October 2024



MITRE HOUSE MANAGEMENT LTD
C/O SAMAS PROPERTY MANAGEMENT
388 NEASDEN LANE NORTH
LONDON
NW10 0BT

Urbancoms Ltd
5 Hampden Square
London
N14 5JP
Company Registration No. 7831165
VAT No. 163 4384 07

invoice

IP Lift Line Conversion is ready for you!



LIFT LINES

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Call Charges Breakdown

Outbound Calls	£0.00
Mobile Calls	£0.00
Mobile Data	£0.00
Inbound Calls	£0.00

Total Charges

Total Call Charges	£0.00
Total Service Charges	£69.99

VAT (20% of £69.99) £14.00

Total Amount Due £83.99

If you have any queries, please email: support@urbancoms.co.uk
or call us on 020 8445 1599

Company Name: MITRE HOUSE MANAGMENT LIMITED



Invoice Number: 154523
Date (And Tax Point): 09 October 2024
Billing Period (Ending): 30 September 2024

Reminder of bank and remittance details

Bank: Barclays Bank
Account Name: Urbancoms Limited
Sort Code: 20-95-61
Account No: 83729192

Urbancoms Ltd
5 Hampden Square
London
N14 5JP
Company Registration No. 7831165
VAT No. 163 4384 07

BACS Payment to be received within 7 days from date of invoice

Total Amount Due £83.99

Service Charges

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

Telephone Number	Description	Charge Period	Cost
	Admin Processing Fee		£6.75
02075840416	Analogue Premium Rental	01/10/2024 to 31/10/2024	£19.95
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Total			£69.99

Line Report

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

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BBEU50152646	0	£0.0000	£43.29	£43.29
Other	0	£0.0000	£6.75	£6.75
Total	0	£0.0000	£69.99	£69.99



TAX INVOICE

Mitre House Management Company (2017) Limited
C/O D&GBM, 192-198 Vauxhall Bridge Road
London
SW1V 1DX

Invoice Date
11 Nov 2024

Invoice Number
INV-1892

Reference
Quarterly communal fire
door report

VAT Number
304755903

Fenchurch Facilities
Company Limited
Unit 2
Tower House
Tower Centre
HODDESDON
Hertfordshire
EN11 8UR
GBR

Description	Quantity	Unit Price	VAT	Amount GBP
Attended site and undertook the quarterly communal fire door report.	1.00	175.00	20%	175.00
Report provided to PM on completion and QR codes updated onsite.				
Initial one-off set up fee	1.00	50.00	20%	50.00
Subtotal				225.00
TOTAL VAT 20%				45.00
TOTAL GBP				270.00

Due Date: 25 Nov 2024

Fenchurch Facilities Co Ltd
HSBC
Acc no. 81688847
Sort code- 40-24-13

PAYMENT ADVICE

To: Fenchurch Facilities Company Limited
Unit 2
Tower House
Tower Centre
HODDESDON
Hertfordshire
EN11 8UR

Customer Mitre House Management
Company (2017) Limited
Invoice Number INV-1892
Amount Due 270.00
Due Date 25 Nov 2024
Amount Enclosed

Enter the amount you are paying above



TAX INVOICE

Mitre House Management Company
(2017) Ltd
c/o D&GBM
4th Floor
192/198 Vauxhall Bridge Road
London
SW1V 1DX

Invoice Date
28 Sep 2024

Account Number

Invoice Number
INV-75356

Reference

VAT Number
364 1663 93

JM2 Group is a Trading name
of JM2 Services Ltd
Damyns Hall Aerodrome
Aveley Road
Upminster
Havering
RM14 2TN
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Cleaning carried out at: Mitre house (twice weekly)	1.00	498.33	20%	498.33
For the Month of September				
			Subtotal	498.33
			Total VAT 20%	99.67
			Invoice Total GBP	598.00
			Total Net Payments GBP	0.00
			Amount Due GBP	598.00

Payment is due immediately upon receipt.

Bank: BARCLAYS
Account Name: JM2 SERVICES LTD
Sort Code: 20-25-19
Account Number: 33077039

Thank you in advance for your co-operation.



TAX INVOICE

Mitre House Management Company
(2017) Ltd
c/o D&GBM
4th Floor
192/198 Vauxhall Bridge Road
London
SW1V 1DX

Invoice Date
28 Nov 2024

Account Number
ST1896

Invoice Number
INV-76872

Reference
C198313

VAT Number
364 1663 93

JM2 Group is a Trading name
of JM2 Services Ltd
Damyns Hall Aerodrome
Aveley Road
Upminster
Havering
RM14 2TN
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Cleaning carried out at: Mitre house (twice weekly)	1.00	498.33	20%	498.33
For the Month of November				
			Subtotal	498.33
			Total VAT 20%	99.67
			Invoice Total GBP	598.00
			Total Net Payments GBP	0.00
			Amount Due GBP	598.00

Payment is due immediately upon receipt.

Bank: BARCLAYS
Account Name: JM2 SERVICES LTD
Sort Code: 20-25-19
Account Number: 33077039

Thank you in advance for your co-operation.



TAX INVOICE

Mitre House Management Company
(2017) Ltd
c/o D&GBM
4th Floor
192/198 Vauxhall Bridge Road
London
SW1V 1DX

Invoice Date
28 Dec 2024

Account Number
ST1896

Invoice Number
INV-77627

Reference
C198313

VAT Number
364 1663 93

JM2 Group is a Trading name
of JM2 Services Ltd
Damyns Hall Aerodrome
Aveley Road
Upminster
Havering
RM14 2TN
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Cleaning carried out at: Mitre house (twice weekly)	1.00	498.33	20%	498.33
For the Month of December				
			Subtotal	498.33
			Total VAT 20%	99.67
			Invoice Total GBP	598.00
			Total Net Payments GBP	0.00
			Amount Due GBP	598.00

Payment is due immediately upon receipt.

Bank: BARCLAYS
Account Name: JM2 SERVICES LTD
Sort Code: 20-25-19
Account Number: 33077039

Thank you in advance for your co-operation.

INVOICE

Mitre House Management Company (2017) Ltd
c/o D&G Block Management
4th Floor 192-198 Vauxhall Bridge Road
London
SW1V 1DX

Invoice Date 9 Dec 2024	Entryphone Co Ltd 23 Granville Road London SW18 5SD T: 020 8870 8635 E: acc@entryphone.co.uk W: entryphone.co.uk
Invoice Number INV-223713	
Reference 184763	
VAT Number 239 5007 64	

Item	Description	Quantity	Unit Price	VAT	Amount GBP
	P/O 9512				
	Mitre House 124 Kings Road London SW3 4TP				
	Flat 8: Re-cabled from the phone to the bedroom and fitted a desk kit socket and re-cabled from the bedroom to the living room and fitted an additional socket and desk kit and 201-type audio phone. Tested on completion; all in working order.				
_CALL	Engineers call out	1.00	80.00	20%	80.00
_LAB	Labour per 15 minutes	12.00	25.00	20%	300.00
CABC4PR	4 pair telephone cable CW1308 1m	20.00	2.50	20%	50.00
DK/SOCKET	Desk kit socket surface	1.00	3.50	20%	3.50
DK-200	Desk kit for 200 series	1.00	18.00	20%	18.00
_CALL/C	Less contract discount	1.00	(80.00)	20%	(80.00)
	Work carried out 09/12/2024				
				Subtotal	371.50
				TOTAL VAT 20%	74.30
				TOTAL GBP	445.80

Due Date: 8 Jan 2025
Entryphone is a trade mark registered in Great Britain No. B1037141, Company No. 614411 VAT 239 5007 64
For payment our account details are: Entryphone Company Limited, account: 70358797 Sort code: 20 20 14.
Title to pass on payment in full.

D & G Block Management Limited4th Floor, 192-198 Vauxhall Bridge Road London SW1V 1DX

+44 02079328500

enquiries@dngbm.co.uk

VAT registration number: 258925363

Company number: 06490644

**D&GBM****INVOICE****INVOICE TO**

Mitre House Management
Company (2017) Ltd (461-01)
Izabella Tyranowicz -
DGBMAN33
C/O D&G Block Management,
192-198 Vauxhall Bridge
Road
London
SW1V 1DX

PROPERTY REF

Mitre House Management
Company (2017) Ltd (461-
01)
461-01 - Mitre House

INVOICE NO. BMS47411**TERMS** Net 30**DATE** 02/10/2024**DUE DATE** 01/11/2024**ACTIVITY****AMOUNT**

Management fee for period October 2024 to December 2024

1,350.00

Please make payment by Bank Transfer to the following details:

Account Name: D&G Block Management Ltd
Account Number: 40526771
Sort Code: 60-00-01
Bank Name: NatWest Bank plc
Branch: City of London Office
IBAN: GB98 NWBK 6000 0140 5267 71
BIC: NWBK GB2L

SUBTOTAL

1,350.00

TAX

270.00

TOTAL

1,620.00

Please quote the invoice number as your reference

BALANCE DUE**£1,620.00**

Alternatively, please make cheques payable to 'D&G Block
Management Ltd' and send to the above address

Administration Charges – Summary of tenants’ rights and obligations”;

1. *This summary, which briefly sets out your rights and obligations in relation to administration charges, must by law accompany a demand for administration charges. Unless a summary is sent to you with a demand, you may withhold the administration charge. The summary does not give a full interpretation of the law and if you are in any doubt about your rights and obligations you should seek independent advice.*
2. *An administration charge is an amount which may be payable by you as part of or in addition to the rent directly or indirectly—*
 - ☐ *for or in connection with the grant of an approval under your lease, or an application for such approval;*
 - ☐ *for or in connection with the provision of information or documents;*
 - ☐ *in respect of your failure to make any payment due under your lease; or*
 - ☐ *in connection with a breach of a **covenant** or condition of your lease.*

If you are liable to pay an administration charge, it is payable only to the extent that the amount is reasonable.

3. *Any provision contained in a grant of a lease under the **right to buy** under the Housing Act 1985, which claims to allow the landlord to charge a sum for consent or approval, is void.*
4. *You have the right to ask the First-tier Tribunal whether an administration charge is payable. You may make a request before or after you have paid the administration charge. If the tribunal determines the charge is payable, the tribunal may also determine—*
 - ☐ *who should pay the administration charge and who it should be paid to;*
 - ☐ *the amount;*
 - ☐ *the date it should be paid by; and*
 - ☐ *how it should be paid.*

However, you do not have this right where—

- ☐ *a matter has been agreed to or admitted by you;*
 - ☐ *a matter has been, or is to be, referred to **arbitration** or has been determined by arbitration and you agreed to go to arbitration after the disagreement about the administration charge arose; or*
 - ☐ *a matter has been decided by a court.*
5. *You have the right to apply to the First-tier Tribunal for an order varying the lease on the grounds that any administration charge specified in the lease, or any formula specified in the lease for calculating an administration charge is unreasonable.*
 6. *Where you seek a determination or order from the First-tier Tribunal, you will have to pay an application fee and, where the matter proceeds to an oral hearing, a hearing fee, unless you qualify for fee remission or exemption. Making such an application may incur additional costs, such as professional fees, which you may have to pay.*
 7. *The First-tier Tribunal and the Upper Tribunal (in determining an **appeal** against a decision of the First-tier Tribunal) have the power to award costs in accordance with Section 29 of the Tribunal, Courts and Enforcement Act 2007.*
 8. *Your lease may give your landlord a right of re-entry or **forfeiture** where you have failed to pay charges which are properly due under the lease. However, to exercise this right, the landlord must meet all the legal requirements and obtain a court order. A court order will only be granted if you have admitted you are liable to pay the amount or it is finally determined by a court, a tribunal or by arbitration that the amount is due. The court has a wide discretion in granting such an order and it will take into account all the circumstances of the case.*

D & G Block Management Limited4th Floor, 192-198 Vauxhall Bridge Road London SW1V 1DX

+44 02079328500

enquiries@dngbm.co.uk

VAT registration number: 258925363

Company number: 06490644

**D&GBM****INVOICE****INVOICE TO**

Mitre House Management
Company (2017) Ltd (461-01)
Izabella Tyranowicz -
DGBMAN33
C/O D&G Block Management,
192-198 Vauxhall Bridge
Road
London
SW1V 1DX

PROPERTY REF

Mitre House Management
Company (2017) Ltd (461-
01)
461-01 - Mitre House

INVOICE NO. BMS47653**TERMS** Due on receipt**DATE** 25/10/2024**DUE DATE** 25/10/2024**ACTIVITY****AMOUNT**

Provision of registered office address Oct 2024 - Sep 2025

120.00

Please make payment by Bank Transfer to the following details:

Account Name: D&G Block Management Ltd
Account Number: 40526771
Sort Code: 60-00-01
Bank Name: NatWest Bank plc
Branch: City of London Office
IBAN: GB98 NWBK 6000 0140 5267 71
BIC: NWBK GB2L

SUBTOTAL

120.00

TAX

24.00

TOTAL

144.00

Please quote the invoice number as your reference

BALANCE DUE**£144.00**

Alternatively, please make cheques payable to 'D&G Block
Management Ltd' and send to the above address

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KINETIC
LIFT SERVICES

Kinetic Lift Services Ltd
Fleet House
Springhead Enterprise Park
Northfleet
Kent, DA11 8HJ
020 3086 7756
www.kineticliftservices.co.uk

Mitre House Management Company (2017) Ltd
c/o HML PM Ltd

Invoice No:	NV13344
Invoice Date:	21/2/24
Cust. Order No:	c252975
Account No:	MITRE01

Mitre House, 124 Kings Road, London SW3 4TP

Contract No: SC11061

Service contract quarterly payment
For The Period 10/10/2023 to 8/1/2024
c252975 Unit ref Passenger Lift

Contract Type: B (Including Call Out)
Number of service visits per year: 12

Payment Due Within 30 Days

VAT Reg No. 234 4843 08

Thank you for your business
Please make cheques payable to Kinetic Lift Services Ltd
BACS Transfer: Account no. 89231282 Sort code. 09-01-28

Invoice Ex VAT	£ 270.00
VAT %	20.0%
Vat	£ 54.00
Total Amount	£ 324.00
Payment Due By	22/3/24

MITRE HOUSE MANAGMENT LIMITED

Invoice: 156461
Billing Period (Ending): 31 October 2024
Date (Tax Point): 12 November 2024



MITRE HOUSE MANAGEMENT LTD
C/O SAMAS PROPERTY MANAGEMENT
388 NEASDEN LANE NORTH
LONDON
NW10 0BT

Urbancoms Ltd
5 Hampden Square
London
N14 5JP
Company Registration No. 7831165
VAT No. 163 4384 07

invoice

IP Lift Line Conversion is ready for you!



LIFT LINES

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[IP Voice Replacement](#) Today

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- Maintain Existing Cabling
- No expensive dialler upgrades on site
- Up to date Technology.
- Connected service with back-up

Talk to the experts at Urbancoms on
[0208 445 1599](tel:02084451599)

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Outbound Calls	£0.00
Mobile Calls	£0.00
Mobile Data	£0.00
Inbound Calls	£0.00

Total Charges

Total Call Charges	£0.00
Total Service Charges	£69.99

VAT (20% of £69.99) £14.00

Total Amount Due £83.99

If you have any queries, please email: support@urbancoms.co.uk
or call us on 020 8445 1599

Company Name: MITRE HOUSE MANAGMENT LIMITED

Invoice Number: 156461
Date (And Tax Point): 12 November 2024
Billing Period (Ending): 31 October 2024



Reminder of bank and remittance details

Bank: Barclays Bank
Account Name: Urbancoms Limited
Sort Code: 20-95-61
Account No: 83729192

BACS Payment to be received within 7 days from date of invoice

Urbancoms Ltd
5 Hampden Square
London
N14 5JP
Company Registration No. 7831165
VAT No. 163 4384 07

Total Amount Due £83.99

Service Charges

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

Telephone Number	Description	Charge Period	Cost
	Admin Processing Fee		£6.75
02075840416	Analogue Premium Rental	01/11/2024 to 30/11/2024	£19.95
BBEU50152646	BTW FTTC (SOGEA) 80/20	01/11/2024 to 30/11/2024	£43.29
Total			£69.99

Line Report

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

CLI	Calls	Call Charges	Service Charges	Total
02075840416	0	£0.0000	£19.95	£19.95
BBEU50152646	0	£0.0000	£43.29	£43.29
Other	0	£0.0000	£6.75	£6.75
Total	0	£0.0000	£69.99	£69.99

MITRE HOUSE MANAGMENT LIMITED

Invoice: 158442
Billing Period (Ending): 30 November 2024
Date (Tax Point): 06 December 2024



MITRE HOUSE MANAGEMENT LTD
4TH FLOOR
192-198 VAUXHALL BRIDGE ROAD
LONDON
SW1V 1DX

Urbancoms Ltd
5 Hampden Square
London
N14 5JP
Company Registration No. 7831165
VAT No. 163 4384 07

invoice

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- Maintain Existing Cabling
- No expensive dialler upgrades on site
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- Connected service with back-up

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[0208 445 1599](tel:02084451599)

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Mobile Calls	£0.00
Mobile Data	£0.00
Inbound Calls	£0.00

Total Charges

Total Call Charges	£0.00
Total Service Charges	£69.99

VAT (20% of £69.99) £14.00

Total Amount Due £83.99

If you have any queries, please email: support@urbancoms.co.uk
or call us on 020 8445 1599

Company Name: MITRE HOUSE MANAGMENT LIMITED



Invoice Number: 158442
Date (And Tax Point): 06 December 2024
Billing Period (Ending): 30 November 2024

Reminder of bank and remittance details

Bank: Barclays Bank
Account Name: Urbancoms Limited
Sort Code: 20-95-61
Account No: 83729192

Urbancoms Ltd
5 Hampden Square
London
N14 5JP
Company Registration No. 7831165
VAT No. 163 4384 07

BACS Payment to be received within 7 days from date of invoice

Total Amount Due £83.99

Service Charges

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

Telephone Number	Description	Charge Period	Cost
	Admin Processing Fee		£6.75
02075840416	Analogue Premium Rental	01/12/2024 to 31/12/2024	£19.95
BBEU50152646	BTW FTTC (SOGEA) 80/20	01/12/2024 to 31/12/2024	£43.29
Total			£69.99

Line Report

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

CLI	Calls	Call Charges	Service Charges	Total
02075840416	0	£0.0000	£19.95	£19.95
BBEU50152646	0	£0.0000	£43.29	£43.29
Other	0	£0.0000	£6.75	£6.75
Total	0	£0.0000	£69.99	£69.99



TAX INVOICE

Samas Property Management (Mitre House)
Mitre House Management Company (2017) Ltd
c/o SAMAS Property Management
388 Neasden Lane North
London
Brent
NW10 0BT
GBR

Invoice Date
28 Jan 2024

Account Number

Invoice Number
INV-68880

Reference
C198313

VAT Number
364 1663 93

JM2 Group is a Trading name
of JM2 Services Ltd
Damyns Hall Aerodrome
Aveley Road
Upminster
Havering
RM14 2TN
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Cleaning carried out at: Mitre house (twice weekly)	1.00	498.33	20%	498.33
For the Month of January				
			Subtotal	498.33
			Total VAT 20%	99.67
			Invoice Total GBP	598.00
			Total Net Payments GBP	0.00
			Amount Due GBP	598.00

BARCLAYS

JM2 SERVICES LTD
20-25-19
33077039



TAX INVOICE

Samas Property Management (Mitre House)
Mitre House Management Company (2017) Ltd
c/o SAMAS Property Management
388 Neasden Lane North
London
Brent
NW10 0BT
GBR

Invoice Date
28 Feb 2024

Account Number

Invoice Number
INV-69849

Reference
C198313

VAT Number
364 1663 93

JM2 Group is a Trading name
of JM2 Services Ltd
Damyns Hall Aerodrome
Aveley Road
Upminster
Havering
RM14 2TN
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Cleaning carried out at: Mitre house (twice weekly)	1.00	498.33	20%	498.33
For the Month of February				
			Subtotal	498.33
			Total VAT 20%	99.67
			Invoice Total GBP	598.00
			Total Net Payments GBP	0.00
			Amount Due GBP	598.00

BARCLAYS

JM2 SERVICES LTD
20-25-19
33077039



TAX INVOICE

Samas Property Management (Mitre House)
Mitre House Management Company (2017) Ltd
c/o SAMAS Property Management
388 Neasden Lane North
London
Brent
NW10 0BT
GBR

Invoice Date
28 Mar 2024

Account Number

Invoice Number
INV-70596

Reference
C198313

VAT Number
364 1663 93

JM2 Group is a Trading name
of JM2 Services Ltd
Damyns Hall Aerodrome
Aveley Road
Upminster
Havering
RM14 2TN
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Cleaning carried out at: Mitre house (twice weekly)	1.00	498.33	20%	498.33
For the Month of March				
			Subtotal	498.33
			Total VAT 20%	99.67
			Invoice Total GBP	598.00
			Total Net Payments GBP	0.00
			Amount Due GBP	598.00

BARCLAYS

JM2 SERVICES LTD
20-25-19
33077039



TAX INVOICE

Samas Property Management (Mitre House)
Mitre House Management Company (2017) Ltd
c/o SAMAS Property Management
388 Neasden Lane North
London
Brent
NW10 0BT
GBR

Invoice Date

28 Apr 2024

Account Number**Invoice Number**

INV-71271

Reference

C198313

VAT Number

364 1663 93

JM2 Group is a Trading name
of JM2 Services Ltd
Damyns Hall Aerodrome
Aveley Road
Upminster
Havering
RM14 2TN
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Cleaning carried out at: Mitre house (twice weekly)	1.00	498.33	20%	498.33
For the Month of April				
			Subtotal	498.33
			Total VAT 20%	99.67
			Invoice Total GBP	598.00
			Total Net Payments GBP	0.00
			Amount Due GBP	598.00

BARCLAYS

JM2 SERVICES LTD

20-25-19

33077039



TAX INVOICE

Samas Property Management (Mitre House)
Mitre House Management Company (2017) Ltd
c/o SAMAS Property Management
388 Neasden Lane North
London
Brent
NW10 0BT
GBR

Invoice Date
28 May 2024

Account Number

Invoice Number
INV-72204

Reference
C198313

VAT Number
364 1663 93

JM2 Group is a Trading name
of JM2 Services Ltd
Damyns Hall Aerodrome
Aveley Road
Upminster
Havering
RM14 2TN
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Cleaning carried out at: Mitre house (twice weekly)	1.00	498.33	20%	498.33
For the Month of May				
			Subtotal	498.33
			Total VAT 20%	99.67
			Invoice Total GBP	598.00
			Total Net Payments GBP	0.00
			Amount Due GBP	598.00

BARCLAYS

JM2 SERVICES LTD
20-25-19
33077039



TAX INVOICE

Samas Property Management (Mitre House)
Mitre House Management Company (2017) Ltd
c/o SAMAS Property Management
388 Neasden Lane North
London
Brent
NW10 0BT
GBR

Invoice Date
28 Jun 2024

Account Number
ST1415

Invoice Number
INV-73038

Reference
C198313

VAT Number
364 1663 93

JM2 Group is a Trading name
of JM2 Services Ltd
Damyns Hall Aerodrome
Aveley Road
Upminster
Havering
RM14 2TN
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Cleaning carried out at: Mitre house (twice weekly)	1.00	498.33	20%	498.33
For the Month of June				
			Subtotal	498.33
			Total VAT 20%	99.67
			Invoice Total GBP	598.00
			Total Net Payments GBP	0.00
			Amount Due GBP	598.00

Payment is due immediately upon receipt.

Bank: BARCLAYS
Account Name: JM2 SERVICES LTD
Sort Code: 20-25-19
Account Number: 33077039

Thank you in advance for your co-operation.



TAX INVOICE

Samas Property Management (Mitre House)
Mitre House Management Company (2017) Ltd
c/o SAMAS Property Management
388 Neasden Lane North
London
Brent
NW10 0BT
GBR

Invoice Date
28 Jul 2024

Account Number
ST1415

Invoice Number
INV-73838

Reference
C198313

VAT Number
364 1663 93

JM2 Group is a Trading name of JM2 Services Ltd
Damyns Hall Aerodrome
Aveley Road
Upminster
Havering
RM14 2TN
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Cleaning carried out at: Mitre house (twice weekly)	1.00	498.33	20%	498.33
For the Month of July				
Subtotal				498.33
Total VAT 20%				99.67
Invoice Total GBP				598.00
Total Net Payments GBP				0.00
Amount Due GBP				598.00

Payment is due immediately upon receipt.

Bank: BARCLAYS
Account Name: JM2 SERVICES LTD
Sort Code: 20-25-19
Account Number: 33077039

Thank you in advance for your co-operation.



TAX INVOICE

Samas Property Management (Mitre House)
Mitre House Management Company (2017) Ltd
c/o SAMAS Property Management
388 Neasden Lane North
London
Brent
NW10 0BT
GBR

Invoice Date
28 Aug 2024

Account Number
ST1415

Invoice Number
INV-74586

Reference
C198313

VAT Number
364 1663 93

JM2 Group is a Trading name of JM2 Services Ltd
Damyns Hall Aerodrome
Aveley Road
Upminster
Havering
RM14 2TN
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Cleaning carried out at: Mitre house (twice weekly)	1.00	498.33	20%	498.33
For the Month of August				
Subtotal				498.33
Total VAT 20%				99.67
Invoice Total GBP				598.00
Total Net Payments GBP				0.00
Amount Due GBP				598.00

Payment is due immediately upon receipt.

Bank: BARCLAYS
Account Name: JM2 SERVICES LTD
Sort Code: 20-25-19
Account Number: 33077039

Thank you in advance for your co-operation.



TAX INVOICE

Samas Property Management (Mitre House)
Mitre House Management Company (2017) Ltd
c/o SAMAS Property Management
388 Neasden Lane North
London
Brent
NW10 0BT
GBR

Invoice Date
28 Sep 2024

Account Number
ST1415

Invoice Number
INV-75356

Reference
C198313

VAT Number
364 1663 93

JM2 Group is a Trading name
of JM2 Services Ltd
Damyns Hall Aerodrome
Aveley Road
Upminster
Havering
RM14 2TN
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Cleaning carried out at: Mitre house (twice weekly)	1.00	498.33	20%	498.33
For the Month of September				
			Subtotal	498.33
			Total VAT 20%	99.67
			Invoice Total GBP	598.00
			Total Net Payments GBP	0.00
			Amount Due GBP	598.00

Payment is due immediately upon receipt.

Bank: BARCLAYS
Account Name: JM2 SERVICES LTD
Sort Code: 20-25-19
Account Number: 33077039

Thank you in advance for your co-operation.

Date: 21/05/2024

JMP INSTALLATION

Aerial and Satellite Specialists

Invoice

Sam Massey

Site: Mitre House Residence, 124 King's Rd, London SW3 4TP.

21.5.24

CCTV Camera

1 x 8mp and audio dome IP cameras

1 x camera back boxes

1 x CAT6 cable

1 days labour and parking

16.5.24

Call out and parking

Total: £600.00

Many Thanks

Jason Potter

JMP Installations

**JMP INSTALLATION, 89 Kynaston road,
Orpington, Kent**

Tele: 07701 089 702

Overdue Invoice

Samas Property Management
388 Neasden Lane North
London
NW10 0BT

Invoice Date
25 Jun 2024

Invoice Number
INV-3488

Reference
Mitre House 124 Kings
Road, London, SW3 4TR

VAT Number
260473122

Karntek Ltd
1 Rutherford Court
Staffordshire Technology
Park
Stafford
ST18 0GP

Description	Quantity	Unit Price	VAT	Amount GBP
J193232 / FDI - Mitre House 124 Kings Road, London, SW3 4TR/ Mitre House 124 Kings Road, London, SW3 4TR				
KFD07 Fire Door Inspection - Building Visit and Report Fee	1.00	225.00	20%	225.00
KFD07 - Fire Door Inspection - Communal Fire Door - Cost per leaf *This is an estimate of the number of fire doors, it would be the stairwell doors, cross-corridor doors, kitchen, laundry, electrical cupboard, risers and any other fire doors, except the the flat entrance door	11.00	12.77	20%	140.47
KFD07 - Fire Door Inspection - Flat Entrance Doors - Cost per leaf *This inspection is of the flat entrance doors. This Excludes the tenant liaison required as below.	9.00	18.83	20%	169.47
KFD07 - Resident Liaison for Inspection of Flat Entrance Doors - per flat	9.00	6.50	20%	58.50
Subtotal				593.44
TOTAL VAT 20%				118.68
TOTAL GBP				712.12

Due Date: 14 Aug 2024

Payment Terms - As above

Payment by cheque is not accepted.

Bank: HSBC

Name: Karntek Ltd

Sort Code: 40-23-64 Account Number: 50023116

Vat Reg: 260 4731 22

Email : accounts@karntek.com

Knight Accountants Limited
2-6 Sedlescombe Road North
St Leonards on Sea
East Sussex
TN37 7DG
Tel: 01424 425113

E-mail: info@knightaccountants.co.uk
Company Registration No. 06023133
VAT Registration No. 157 2896 70



Mitre House
C/O HML PM Ltd
PO Box 1962
Croydon
CR90 9FE

Invoice No.	17192
Invoice/Tax Date	19/02/2024
Cust. Order No.	
Account No.	MITRE

Details	Net Amount	VAT
To certify service charge accounts for the year ended 31 December 2023	400.00	80.00

Payment Terms: 14 Days

Bank Transfer: Sort Code: 09-06-66
Account No. 42595117
Address: Abbey, PO Box 10102,
21 Prescott Street, London, E1 8TN
Cheques made payable to Knight Accountants Limited

Total Net Amount	400.00
Total VAT Amount	80.00
Invoice Total	480.00

www.knightaccountants.co.uk

Samantha
Mitre House
124 Kings Road
London
SW3 4TR

Unit 7 Betchworth Works
Ifield Road
Charlwood
Surrey, RH6 0DX
Tel: 01293 863363

Email: info@marbleshine.co.uk

VAT No. 602488156

Invoice

INV NO. 31541

Our job no: 19410d

INV DATE: 23/04/2024

REF: Mitre House, SW3 4TR

DETAILS

AMOUNT

22/04/2024 - To carry out works to Terrazzo Flooring to Ground Floor Entrance Hall (Not including stairs) as requested.

360.00

Net Amount	£	360.00
Tax Amount	£	72.00
<u>Invoice Total</u>	£	<u>432.00</u>

TERMS OF PAYMENT ARE STRICTLY 30 DAYS FROM DATE OF INVOICE

BACS Payment Details:

A/C Name: Marble Shine Ltd

A/C No: 61719106

Sort Code: 40 18 22

Payment Reference: Your name/Company name and our Invoice number

UTR No: 2559127955 / **Company Reg no:** 04236549

IBAN No: GB26HBUK40182261719106 / **SWIF No:** HBUKGB4B

We do accept Debit/Credit card payments (We do not accept American Express)



PJ Harte Ltd
37-39 Nightingale Grove
Hither Green, London
SE13 6HE

Work order

Requested by:	Sam Massey
Phone number:	
Reference:	Mitre House [5102456]
Created on:	10/06/2024
Updated on:	12/06/2024
Required for:	10/06/2024
Price:	£267.03
Site address:	Mitre House 124 Kings Road, London SW3 4TP

Summary

Retrospective WO - Lights

Instructions

Lights off

Attachments

General Instructions for work at Mitre House

All Invoices should be made out to:

Mitre House Management Company (2017) Ltd
c/o SAMAS Property Management
388 Neasden Lane North
London
NW10 0BT

*** Health & Safety Information ***

Should any Health & Safety issues arise at any time please notify the property manager or person responsible for managing the property IMMEDIATELY. All works detailed within this work order are to be carried out following best practice in accordance with Health & Safety quidelines and the contractors own Health & Safety and Risk Assessment policy and procedures. The contractor and its operatives will be responsible for their own safety and safety procedures while undertaking these works. The contractor will take adequate precautions for the safety of other contractor's employees, and any other persons that may be at risk during the works.

The contractor will ensure that any equipment and plant used is maintained in good working order, inspected/tested regularly, and is suitable to carry out the type of work instructed. If the nature of the works to be carried-out is of an intrusive nature that may affect and external or internal fabric/structure of the property, the contractor should request a copy of the Asbestos register from SAMAS Property Management

Building Assessments

- [Asbestos Materials Survey.pdf](#)
- [Mitre House - Asbestos Survey Report 2018.pdf](#)
- [Legionella Risk Assessment Assest Record.pdf](#)

Keeping us up-to-date

Keeping us up to date with this Work Order

- Go to this Web address: <https://samas-secure.dwellant.com/Task/Display/5102456> or scan the QR code at the foot of the page with your phone
- Sign in if required
- If you ever forget your password, click the "Forgot Password" link on the sign-in page
- Select the "Comment" option from the "Select Action..." menu to add a comment
- Select the "Complete" option from the "Select Action..." menu when you have completed the work
- Complete the available fields
- Click OK when you have finished



Scan this QR code to load the web address



KINETIC

LIFT SERVICES

Kinetic Lift Services Ltd
Fleet House
Springhead Enterprise Park
Northfleet
Kent, DA11 8HJ
020 3086 7756
www.kineticliftservices.co.uk

Mitre House Management Company (2017) Ltd
C/O D&GBM
4th Floor
192/198 Vauxhall Bridge Road
London
SW1V 1DX

Invoice No:	NV13760
Invoice Date:	14/10/24
Cust. Order No:	
Account No:	MITRE01

Mitre House, 124 Kings Road, London SW3 4TP

Contract No: SC11061

Service contract annual payment
For The Period 10/10/2024 to 9/10/2025
Unit ref Passenger Lift

Contract Type: B (Including Call Out)
Number of service visits per year: 6

Payment Due Within 30 Days

VAT Reg No. 234 4843 08

Thank you for your business
Please make cheques payable to Kinetic Lift Services Ltd
BACS Transfer: Account no. 89231282 Sort code. 09-01-28

Invoice Ex VAT	£ 1,100.00
VAT %	20.0%
Vat	£ 220.00
Total Amount	£ 1,320.00
Payment Due By	13/11/24



TAX INVOICE

Mitre House Management Company (2017) Limited

Invoice Date
1 Jul 2024

Invoice Number
INV-0046

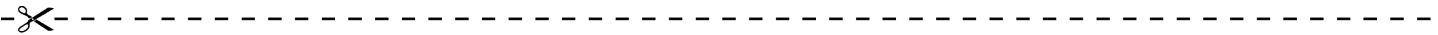
VAT Number
426332416

SAMAS Property Management
388 Neasden Lane North
London
NW10 0BT

Description	Quantity	Unit Price	VAT	Amount GBP
Tenant Portal Charges 1st July 2024 - 30th June 2025	9.00	10.00	20%	90.00
			Subtotal	90.00
			TOTAL VAT 20%	18.00
			TOTAL GBP	108.00

Due Date: 31 Jul 2024

Monzo Business Account
Sort Code: 04-00-04
Account Number:35098002
Email for Remittances: sam.massey@samas.uk



PAYMENT ADVICE

To: SAMAS Property Management
388 Neasden Lane North
London
NW10 0BT

Customer	Mitre House Management Company (2017) Limited
Invoice Number	INV-0046
Amount Due	108.00
Due Date	31 Jul 2024
Amount Enclosed	Enter the amount you are paying above

Mitre House Management Company (2017) Limited

Mitre House
London
SW3 4TP

Renewal Policy
Invoice Number: 192578
Invoice Tax Date: 25 Apr 2024

Dear Sir/Madam

We draw your attention to the Account shown below. In accordance with the Terms of Business Agreement, please settle this invoice within 30 days. Please return the copy with your payment. No receipt will be issued unless requested.

Insured: **Mitre House Management Company (2017) Limited**
Regarding: **124-124c Kings Road, London, SW3 4TP**
Insurance: **Directors & Officers**

Premium £253.23 IPT £30.39

To pay by cheque please make the cheque payable to "St Giles Insurance and Finance Services Limited".

Alternatively, for electronic payments:

Account Name: "St Giles Insurance and Finance Services Limited"

HSBC Sort Code 400527 Account No 93664775

Remittances to be sent to: remittances@stgilesgroup.co.uk

Cover From: **15 May 2024 - 14 May 2025**

Insurer: **AXA Insurance UK plc (D & O)**

Policy No: **LP BDX 7049708-2009**

Total Amount Due: £283.62

Cybercrime and fraud alert: If you receive an email purporting to be from a member of this company asking for funds to be sent to a bank account, you must, as a security measure, contact the person at St Giles with whom you are dealing, by telephone, to verify the bank account details before sending any funds. Our client account and other account details do not change. If you have received an email asking you to send funds to a different bank account to one that we may have given you previously, it is likely that the email could be from another person who has hacked in to your email account and is trying to commit a crime by defrauding you of your money. In that situation please contact us, as above, immediately. We will not accept responsibility should you transfer money into an incorrect account.

Mitre House Management Company (2017) Limited

Mitre House
London
SW3 4TP

Renewal Policy
Invoice Number: 182752
Invoice Tax Date: 05 Sep 2023

Dear Sir/Madam

We draw your attention to the Account shown below. In accordance with the Terms of Business Agreement, please settle this invoice within 30 days. Please return the copy with your payment. No receipt will be issued unless requested.

Insured: **Mitre House Management Company (2017) Limited**
Regarding: **124-124c Kings Road, London, SW3 4TP**
Insurance: **Engineering**

Premium	£50.00	IPT	£6.00
Inspection Fee	£327.50	VAT	£65.50

To pay by cheque please make the cheque payable to "St Giles Insurance and Finance Services Limited".

Alternatively, for electronic payments:

Account Name: "St Giles Insurance and Finance Services Limited"

HSBC Sort Code 400527 Account No 93664775

Remittances to be sent to: remittances@stgilesgroup.co.uk

Cover From: **30 Sep 2023 - 29 Sep 2024**

Insurer: **British Engineering Services Limited**

Policy No: **STGLON/31161/54433**

Total Amount Due: £449.00

Cybercrime and fraud alert: If you receive an email purporting to be from a member of this company asking for funds to be sent to a bank account, you must, as a security measure, contact the person at St Giles with whom you are dealing, by telephone, to verify the bank account details before sending any funds. Our client account and other account details do not change. If you have received an email asking you to send funds to a different bank account to one that we may have given you previously, it is likely that the email could be from another person who has hacked in to your email account and is trying to commit a crime by defrauding you of your money. In that situation please contact us, as above, immediately. We will not accept responsibility should you transfer money into an incorrect account.

MITRE HOUSE MANAGMENT LIMITED

Invoice: 136831
Billing Period (Ending): 31 January 2024
Date (Tax Point): 08 February 2024



MITRE HOUSE MANAGEMENT LTD
C/O SAMAS PROPERTY MANAGEMENT
388 NEASDEN LANE NORTH
LONDON
NW10 0BT

Urbancoms Ltd
3 Oakleigh Road North
Whetstone
London
N20 9HE
Company Registration No. 7831165
VAT No. 163 4384 07

invoice

SIM Cards



Never have to Top Up.....
Monthly Rolling From **£8.00 per month**

- Lift
- Front Gates
- CCTV
- Door Entry
- Intercoms
- We will post directly to your contractor
- Instant Activation
- Cost Centre Identification for ease of processing

Contact Urbancoms to find out more on
020 8445 1599

Call Charges Breakdown

Outbound Calls	£0.00
Mobile Calls	£0.00
Mobile Data	£0.00
Inbound Calls	£0.00

Total Charges

Total Call Charges	£0.00
Total Service Charges	£67.61

VAT (20% of £67.61) £13.52

Total Amount Due £81.13

Please be aware as of 1st December 2023 a price increase will be applied to certain products.

If you have any queries, please email: support@urbancoms.co.uk
or call us on 020 8445 1599

Company Name: MITRE HOUSE MANAGMENT LIMITED

Invoice Number: 136831
Date (And Tax Point): 08 February 2024
Billing Period (Ending): 31 January 2024



Reminder of bank and remittance details

Bank: Barclays Bank
Account Name: Urbancoms Limited
Sort Code: 20-95-61
Account No: 83729192

Urbancoms Ltd
3 Oakleigh Road North
Whetstone
London
N20 9HE
Company Registration No. 7831165
VAT No. 163 4384 07

BACS Payment to be received within 7 days from date of invoice

Total Amount Due £81.13

Service Charges

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

Telephone Number	Description	Charge Period	Cost
	Admin Processing Fee		£6.49
02075840416	Analogue Premium Rental	01/02/2024 to 29/02/2024	£18.73
BBEU50152646	BTW FTTC (SOGEA) 80/20	01/02/2024 to 29/02/2024	£42.39
Total			£67.61

Line Report

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

CLI	Calls	Call Charges	Service Charges	Total
02075840416	0	£0.0000	£18.73	£18.73
BBEU50152646	0	£0.0000	£42.39	£42.39
Other	0	£0.0000	£6.49	£6.49
Total	0	£0.0000	£67.61	£67.61

MITRE HOUSE MANAGMENT LIMITED

Invoice: 134863
Billing Period (Ending): 31 December 2023
Date (Tax Point): 10 January 2024

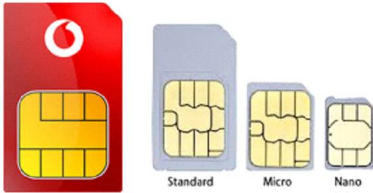


MITRE HOUSE MANAGEMENT LTD
C/O SAMAS PROPERTY MANAGEMENT
388 NEASDEN LANE NORTH
LONDON
NW10 0BT

Urbancoms Ltd
3 Oakleigh Road North
Whetstone
London
N20 9HE
Company Registration No. 7831165
VAT No. 163 4384 07

invoice

SIM Cards



Never have to Top Up.....
Monthly Rolling From **£8.00 per month**

- Lift
- Front Gates
- CCTV
- Door Entry
- Intercoms
- We will post directly to your contractor
- Instant Activation
- Cost Centre Identification for ease of processing

Contact Urbancoms to find out more on
020 8445 1599

Call Charges Breakdown

Outbound Calls	£0.00
Mobile Calls	£0.00
Mobile Data	£0.00
Inbound Calls	£0.00

Total Charges

Total Call Charges	£0.00
Total Service Charges	£67.61

VAT (20% of £67.61) £13.52

Total Amount Due £81.13

Please be aware as of 1st December 2023 a price increase will be applied to certain products.

If you have any queries, please email: support@urbancoms.co.uk
or call us on 020 8445 1599

Company Name: MITRE HOUSE MANAGMENT LIMITED

Invoice Number: 134863
Date (And Tax Point): 10 January 2024
Billing Period (Ending): 31 December 2023



Reminder of bank and remittance details

Bank: Barclays Bank
Account Name: Urbancoms Limited
Sort Code: 20-95-61
Account No: 83729192

Urbancoms Ltd
3 Oakleigh Road North
Whetstone
London
N20 9HE
Company Registration No. 7831165
VAT No. 163 4384 07

BACS Payment to be received within 7 days from date of invoice

Total Amount Due £81.13

Service Charges

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

Telephone Number	Description	Charge Period	Cost
	Admin Processing Fee		£6.49
02075840416	Analogue Premium Rental	01/01/2024 to 31/01/2024	£18.73
BBEU50152646	BTW FTTC (SOGEA) 80/20	01/01/2024 to 31/01/2024	£42.39
Total			£67.61

Line Report

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

CLI	Calls	Call Charges	Service Charges	Total
02075840416	0	£0.0000	£18.73	£18.73
BBEU50152646	0	£0.0000	£42.39	£42.39
Other	0	£0.0000	£6.49	£6.49
Total	0	£0.0000	£67.61	£67.61

MITRE HOUSE MANAGMENT LIMITED

Invoice: 138818
Billing Period (Ending): 29 February 2024
Date (Tax Point): 07 March 2024

MITRE HOUSE MANAGEMENT LTD
C/O SAMAS PROPERTY MANAGEMENT
388 NEASDEN LANE NORTH
LONDON
NW10 0BT



Urbancoms Ltd
3 Oakleigh Road North
Whetstone
London
N20 9HE
Company Registration No. 7831165
VAT No. 163 4384 07

invoice

IP Lift Line Conversion is ready for you!



LIFT LINES

Convert your Analogue LIFT lines to
[IP Voice Replacement](#) Today

- Maintain existing Lift Diallers
- Maintain Existing Cabling
- No expensive dialler upgrades on site
- Up to date Technology.
- Connected service with back-up

Talk to the experts at Urbancoms on
[0208 445 1599](tel:02084451599)

Call Charges Breakdown

Outbound Calls	£0.00
Mobile Calls	£0.00
Mobile Data	£0.00
Inbound Calls	£0.00

Total Charges

Total Call Charges	£0.00
Total Service Charges	£67.61

VAT (20% of £67.61) £13.52

Total Amount Due £81.13

Please be aware as of 1st April 2024 a price increase will be applied to certain products.

If you have any queries, please email: support@urbancoms.co.uk
or call us on 020 8445 1599

Company Name: MITRE HOUSE MANAGMENT LIMITED

Invoice Number: 138818
Date (And Tax Point): 07 March 2024
Billing Period (Ending): 29 February 2024



Reminder of bank and remittance details

Bank: Barclays Bank
Account Name: Urbancoms Limited
Sort Code: 20-95-61
Account No: 83729192

Urbancoms Ltd
3 Oakleigh Road North
Whetstone
London
N20 9HE
Company Registration No. 7831165
VAT No. 163 4384 07

BACS Payment to be received within 7 days from date of invoice

Total Amount Due £81.13

Service Charges

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

Telephone Number	Description	Charge Period	Cost
	Admin Processing Fee		£6.49
02075840416	Analogue Premium Rental	01/03/2024 to 31/03/2024	£18.73
BBEU50152646	BTW FTTC (SOGEA) 80/20	01/03/2024 to 31/03/2024	£42.39
Total			£67.61

Line Report

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

CLI	Calls	Call Charges	Service Charges	Total
02075840416	0	£0.0000	£18.73	£18.73
BBEU50152646	0	£0.0000	£42.39	£42.39
Other	0	£0.0000	£6.49	£6.49
Total	0	£0.0000	£67.61	£67.61

MITRE HOUSE MANAGMENT LIMITED

Invoice: 140772
Billing Period (Ending): 31 March 2024
Date (Tax Point): 09 April 2024

MITRE HOUSE MANAGEMENT LTD
C/O SAMAS PROPERTY MANAGEMENT
388 NEASDEN LANE NORTH
LONDON
NW10 0BT



Urbancoms Ltd
3 Oakleigh Road North
Whetstone
London
N20 9HE
Company Registration No. 7831165
VAT No. 163 4384 07

invoice

IP Lift Line Conversion is ready for you!



LIFT LINES

Convert your Analogue LIFT lines to
[IP Voice Replacement](#) Today

- Maintain existing Lift Diallers
- Maintain Existing Cabling
- No expensive dialler upgrades on site
- Up to date Technology.
- Connected service with back-up

Talk to the experts at Urbancoms on
[0208 445 1599](tel:02084451599)

Call Charges Breakdown

Outbound Calls	£0.01
Mobile Calls	£0.00
Mobile Data	£0.00
Inbound Calls	£0.00

Total Charges

Total Call Charges	£0.01
Total Service Charges	£69.99

VAT (20% of £70.00) £14.00

Total Amount Due £84.00

Please be aware as of 1st April 2024 a price increase will be applied to certain products.

If you have any queries, please email: support@urbancoms.co.uk
or call us on 020 8445 1599

Company Name: MITRE HOUSE MANAGMENT LIMITED

Invoice Number: 140772
Date (And Tax Point): 09 April 2024
Billing Period (Ending): 31 March 2024



Reminder of bank and remittance details

Bank: Barclays Bank
Account Name: Urbancoms Limited
Sort Code: 20-95-61
Account No: 83729192

Urbancoms Ltd
3 Oakleigh Road North
Whetstone
London
N20 9HE
Company Registration No. 7831165
VAT No. 163 4384 07

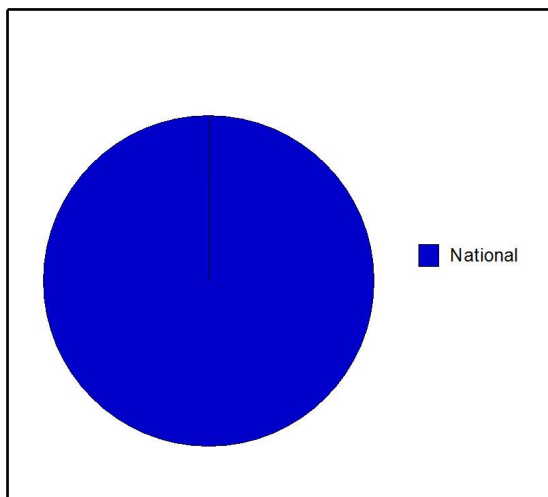
BACS Payment to be received within 7 days from date of invoice

Total Amount Due £84.00

Detailed Call Type Analysis

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

Analysis for Calls from Fixed Lines



Destination	Calls	Duration	Cost
National	1	1:14	£0.0116
Total	1	1:14	£0.0116

Service Charges

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

Telephone Number	Description	Charge Period	Cost
	Admin Processing Fee		£6.75
02075840416	Analogue Premium Rental	01/04/2024 to 30/04/2024	£19.95
BBEU50152646	BTW FTTC (SOGEA) 80/20	01/04/2024 to 30/04/2024	£43.29
Total			£69.99

Line Report

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

CLI	Calls	Call Charges	Service Charges	Total
02075840416	1	£0.0116	£19.95	£19.96
BBEU50152646	0	£0.0000	£43.29	£43.29
Other	0	£0.0000	£6.75	£6.75
Total	1	£0.0116	£69.99	£70.00



Invoice Number: 140772
Date (And Tax Point): 09 April 2024
Billing Period (Ending): 31 March 2024

Urbancoms Ltd
3 Oakleigh Road North
Whetstone
London
N20 9HE
Company Registration No. 7831165
VAT No. 163 4384 07

Page 2 of 2

Itemised Call Statement

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

02075840416

Tel No.	Call Date	Time	Duration	Cost	Destination	Extn.	Called From
02030867756	05/03/2024	10:45:56	1:14	£0.0116	London		02075840416

Total Duration for 02075840416 : 1:14
Total Spend for 02075840416 : £0.0116

MITRE HOUSE MANAGMENT LIMITED

Invoice: 142730
Billing Period (Ending): 30 April 2024
Date (Tax Point): 10 May 2024



**MITRE HOUSE MANAGEMENT LTD
C/O SAMAS PROPERTY MANAGEMENT
388 NEASDEN LANE NORTH
LONDON
NW10 0BT**

Urbancoms Ltd
3 Oakleigh Road North
Whetstone
London
N20 9HE
Company Registration No. 7831165
VAT No. 163 4384 07

invoice

IP Lift Line Conversion is ready for you!



LIFT LINES

Convert your Analogue LIFT lines to
[IP Voice Replacement](#) Today

- Maintain existing Lift Diallers
- Maintain Existing Cabling
- No expensive dialler upgrades on site
- Up to date Technology.
- Connected service with back-up

Talk to the experts at Urbancoms on
[0208 445 1599](tel:02084451599)

Call Charges Breakdown

Outbound Calls	£0.00
Mobile Calls	£0.00
Mobile Data	£0.00
Inbound Calls	£0.00

Total Charges

Total Call Charges	£0.00
Total Service Charges	£69.99

VAT (20% of £69.99) £14.00

Total Amount Due £83.99

If you have any queries, please email: support@urbancoms.co.uk
or call us on 020 8445 1599

Company Name: MITRE HOUSE MANAGMENT LIMITED



Invoice Number: 142730
Date (And Tax Point): 10 May 2024
Billing Period (Ending): 30 April 2024

Reminder of bank and remittance details

Bank: Barclays Bank
Account Name: Urbancoms Limited
Sort Code: 20-95-61
Account No: 83729192

BACS Payment to be received within 7 days from date of invoice

Urbancoms Ltd
3 Oakleigh Road North
Whetstone
London
N20 9HE
Company Registration No. 7831165
VAT No. 163 4384 07

Total Amount Due £83.99

Service Charges

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

Telephone Number	Description	Charge Period	Cost
	Admin Processing Fee		£6.75
02075840416	Analogue Premium Rental	01/05/2024 to 31/05/2024	£19.95
BBEU50152646	BTW FTTC (SOGEA) 80/20	01/05/2024 to 31/05/2024	£43.29
Total			£69.99

Line Report

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

CLI	Calls	Call Charges	Service Charges	Total
02075840416	0	£0.0000	£19.95	£19.95
BBEU50152646	0	£0.0000	£43.29	£43.29
Other	0	£0.0000	£6.75	£6.75
Total	0	£0.0000	£69.99	£69.99

MITRE HOUSE MANAGMENT LIMITED

Invoice: 146698
Billing Period (Ending): 31 May 2024
Date (Tax Point): 10 June 2024



MITRE HOUSE MANAGEMENT LTD
C/O SAMAS PROPERTY MANAGEMENT
388 NEASDEN LANE NORTH
LONDON
NW10 0BT

Urbancoms Ltd
3 Oakleigh Road North
Whetstone
London
N20 9HE
Company Registration No. 7831165
VAT No. 163 4384 07

invoice

IP Lift Line Conversion is ready for you!



LIFT LINES

Convert your Analogue LIFT lines to
[IP Voice Replacement](#) Today

- Maintain existing Lift Diallers
- Maintain Existing Cabling
- No expensive dialler upgrades on site
- Up to date Technology.
- Connected service with back-up

Talk to the experts at Urbancoms on
[0208 445 1599](tel:02084451599)

Call Charges Breakdown

Outbound Calls	£0.00
Mobile Calls	£0.00
Mobile Data	£0.00
Inbound Calls	£0.00

Total Charges

Total Call Charges	£0.00
Total Service Charges	£69.99

VAT (20% of £69.99) £14.00

Total Amount Due £83.99

If you have any queries, please email: support@urbancoms.co.uk
or call us on 020 8445 1599

Company Name: MITRE HOUSE MANAGMENT LIMITED



Invoice Number: 146698
Date (And Tax Point): 10 June 2024
Billing Period (Ending): 31 May 2024

Reminder of bank and remittance details

Bank: Barclays Bank
Account Name: Urbancoms Limited
Sort Code: 20-95-61
Account No: 83729192

BACS Payment to be received within 7 days from date of invoice

Urbancoms Ltd
3 Oakleigh Road North
Whetstone
London
N20 9HE
Company Registration No. 7831165
VAT No. 163 4384 07

Total Amount Due £83.99

Service Charges

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

Telephone Number	Description	Charge Period	Cost
	Admin Processing Fee		£6.75
02075840416	Analogue Premium Rental	01/06/2024 to 30/06/2024	£19.95
BBEU50152646	BTW FTTC (SOGEA) 80/20	01/06/2024 to 30/06/2024	£43.29
Total			£69.99

Line Report

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

CLI	Calls	Call Charges	Service Charges	Total
02075840416	0	£0.0000	£19.95	£19.95
BBEU50152646	0	£0.0000	£43.29	£43.29
Other	0	£0.0000	£6.75	£6.75
Total	0	£0.0000	£69.99	£69.99

MITRE HOUSE MANAGMENT LIMITED

Invoice: 148650
Billing Period (Ending): 30 June 2024
Date (Tax Point): 09 July 2024

MITRE HOUSE MANAGEMENT LTD
C/O SAMAS PROPERTY MANAGEMENT
388 NEASDEN LANE NORTH
LONDON
NW10 0BT



Urbancoms Ltd
3 Oakleigh Road North
Whetstone
London
N20 9HE
Company Registration No. 7831165
VAT No. 163 4384 07

invoice

IP Lift Line Conversion is ready for you!



LIFT LINES

Convert your Analogue LIFT lines to
[IP Voice Replacement](#) Today

- Maintain existing Lift Diallers
- Maintain Existing Cabling
- No expensive dialler upgrades on site
- Up to date Technology.
- Connected service with back-up

Talk to the experts at Urbancoms on
[0208 445 1599](tel:02084451599)

Call Charges Breakdown

Outbound Calls	£0.00
Mobile Calls	£0.00
Mobile Data	£0.00
Inbound Calls	£0.00

Total Charges

Total Call Charges	£0.00
Total Service Charges	£69.99

VAT (20% of £69.99) £14.00

Total Amount Due £83.99

If you have any queries, please email: support@urbancoms.co.uk
or call us on 020 8445 1599

Company Name: MITRE HOUSE MANAGMENT LIMITED

Invoice Number: 148650
Date (And Tax Point): 09 July 2024
Billing Period (Ending): 30 June 2024



Reminder of bank and remittance details

Bank: Barclays Bank
Account Name: Urbancoms Limited
Sort Code: 20-95-61
Account No: 83729192

Urbancoms Ltd
3 Oakleigh Road North
Whetstone
London
N20 9HE
Company Registration No. 7831165
VAT No. 163 4384 07

BACS Payment to be received within 7 days from date of invoice

Total Amount Due £83.99

Service Charges

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

Telephone Number	Description	Charge Period	Cost
	Admin Processing Fee		£6.75
02075840416	Analogue Premium Rental	01/07/2024 to 31/07/2024	£19.95
BBEU50152646	BTW FTTC (SOGEA) 80/20	01/07/2024 to 31/07/2024	£43.29
Total			£69.99

Line Report

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

CLI	Calls	Call Charges	Service Charges	Total
02075840416	0	£0.0000	£19.95	£19.95
BBEU50152646	0	£0.0000	£43.29	£43.29
Other	0	£0.0000	£6.75	£6.75
Total	0	£0.0000	£69.99	£69.99

MITRE HOUSE MANAGMENT LIMITED

Invoice: 150599
Billing Period (Ending): 31 July 2024
Date (Tax Point): 09 August 2024



MITRE HOUSE MANAGEMENT LTD
C/O SAMAS PROPERTY MANAGEMENT
388 NEASDEN LANE NORTH
LONDON
NW10 0BT

Urbancoms Ltd
3 Oakleigh Road North
Whetstone
London
N20 9HE
Company Registration No. 7831165
VAT No. 163 4384 07

invoice

IP Lift Line Conversion is ready for you!



LIFT LINES

Convert your Analogue LIFT lines to
[IP Voice Replacement](#) Today

- Maintain existing Lift Diallers
- Maintain Existing Cabling
- No expensive dialler upgrades on site
- Up to date Technology.
- Connected service with back-up

Talk to the experts at Urbancoms on
[0208 445 1599](tel:02084451599)

Call Charges Breakdown

Outbound Calls	£0.00
Mobile Calls	£0.00
Mobile Data	£0.00
Inbound Calls	£0.00

Total Charges

Total Call Charges	£0.00
Total Service Charges	£69.99

VAT (20% of £69.99) £14.00

Total Amount Due £83.99

If you have any queries, please email: support@urbancoms.co.uk
or call us on 020 8445 1599

Company Name: MITRE HOUSE MANAGMENT LIMITED



Invoice Number: 150599
Date (And Tax Point): 09 August 2024
Billing Period (Ending): 31 July 2024

Reminder of bank and remittance details

Bank: Barclays Bank
Account Name: Urbancoms Limited
Sort Code: 20-95-61
Account No: 83729192

Urbancoms Ltd
3 Oakleigh Road North
Whetstone
London
N20 9HE
Company Registration No. 7831165
VAT No. 163 4384 07

BACS Payment to be received within 7 days from date of invoice

Total Amount Due £83.99

Service Charges

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

Telephone Number	Description	Charge Period	Cost
	Admin Processing Fee		£6.75
02075840416	Analogue Premium Rental	01/08/2024 to 31/08/2024	£19.95
BBEU50152646	BTW FTTC (SOGEA) 80/20	01/08/2024 to 31/08/2024	£43.29
Total			£69.99

Line Report

MITRE HOUSE MANAGEMENT LTD : MITRE HOUSE

CLI	Calls	Call Charges	Service Charges	Total
02075840416	0	£0.0000	£19.95	£19.95
BBEU50152646	0	£0.0000	£43.29	£43.29
Other	0	£0.0000	£6.75	£6.75
Total	0	£0.0000	£69.99	£69.99

Mitre House Management (2017) Ltd
C/O SAMAS Property Management
388 Neasden Lane
Neasden
London
NW10 0BT

PLEASE PAY BY

17/03/2024

AMOUNT

£1442.45

INVOICE DATE

16/02/2024

INVOICE NO. 28539

Recurring No.: 2130

Site: Mitre House

Site Address: 124 Kings Road
Kensington And Chelsea
London
SW3 4TP

Order No.:

Description

Water Hygiene Management Service Contract (Ref: 25492)

Site Name: Mitre House

Purchase Order Number: 227144

Contract Start date: 1st February 2024

Contract End date: 31st January 2025

Our VAT Reg Number: 662307056

We thank you for your continued business and appreciate payment within the terms of 30 days.

If you have any queries regarding this invoice please do not hesitate to contact us.

Sub-Total ex VAT	£1202.04
VAT @ 20 %	£240.41
Total inc VAT	£1442.45
Amount Applied	£0.00
Balance Due	£1442.45

How To Pay



Mail

Detach this section and mail cheque to:

Water Hygiene Management Ltd
2 Churchill Court, Hortons Way,
Westerham, Kent, TN16 1BT



Direct Deposit

Bank Natwest
Acc. Name Water Hygiene Management Ltd
Sort Code 600614
Acc. No. 86837915

INVOICE NO. 28539

DUE DATE:	17/03/2024	AMOUNT DUE:	£1442.45
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Mitre House Management (2017) Ltd
C/O SAMAS Property Management
388 Neasden Lane
Neasden
London
NW10 0BT

PLEASE PAY BY

06/06/2024

AMOUNT

£248.24

INVOICE DATE

07/05/2024

INVOICE NO. 29163

Job No.: 21317
Site: Mitre House
Site Address: 124 Kings Road
Kensington And Chelsea
London
SW3 4TP
Order No.: Email acceptance from Sam
Massey

Description

Water Hygiene Management – Attend site to complete the following:

- Carryout online cold water tank disinfection on tank 1 (low level) using Sanosil
- Undertake Coliform & E.Coli resample from cold water storage tank 1 after online disinfection

Sampling to include water sample collection, analysis and reporting. Water outlet to be cleaned, flushed and disinfected prior to resample.

Site Name: Mitre House

Work Order: Email acceptance from Sam Massey

Works Completed Date: 25/04/2024

Report sent Samantha Massey by Kirsten Flaherty (email dated 30/04/2024)

Our VAT Reg Number: 662307056

We thank you for your continued business and appreciate payment within the terms of 30 days.

If you have any queries regarding this invoice please do not hesitate to contact us.

Sub-Total ex VAT	£206.87
VAT @ 20 %	£41.37
Total inc VAT	£248.24
Amount Applied	£0.00
Balance Due	£248.24

How To Pay



Mail

Detach this section and mail cheque to:

Water Hygiene Management Ltd
2 Churchill Court, Hortons Way,
Westerham, Kent, TN16 1BT



Direct Deposit

Bank	Natwest
Acc. Name	Water Hygiene Management Ltd
Sort Code	600614
Acc. No.	86837915

INVOICE NO. 29163

DUE DATE:	06/06/2024	AMOUNT DUE:	£248.24
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