

# Surf Life Saving Illawarra

## Circular 08036



**To:** All Club Executives  
**From:** Maria Sewell, Administration Manager  
**Date:** 12 March 2009  
**Subject:** Building Maintenance

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Wollongong City Council Engineering Services have requested a list of all building maintenance work that needs to be carried out at all surf clubs. This may include roof gutters, painting external, buildings and new windows etc.

It has been stressed by WCC that there is no guarantee that all or any requested work will be completed as this will be governed by budget restraints.

Please complete the form below listing all the works required to be carried out on your buildings and return it back to me no later than Friday 20 March 2009. Please ensure the form shows every concern, not just current issues, you may have regarding repairs/maintenance of your buildings.

Again, I cannot stress enough that this information needs to be in no later than 20 March 2009 as this will enable WCC infrastructure to prioritise the budget and works that need to be carried out for next financial year.



