



**HANGER HILL GARDEN ESTATE
RESIDENTS ASSOCIATION**
Houses Management Board
www.hhgera.com



Service Road Entry Gates: Key Application Form

The gated service roads behind the houses on Vale Lane, Princes Gardens, Tudor Gardens and between Princes Gardens and Monks Drive are managed by the HHGERA Houses Management Board on behalf of HHGER Ltd, which owns them (see www.hhgera.com/service-roads).

Keys can no longer be applied for in person but can be collected, following payment, from the offices of **Japan Services, 2 Queens Drive, W3 0HA** (Mon-Fri – phone Jane on 0208 752 0445 for an appointment).

- Since 24th March 2022, when the HHGERA Annual General Meeting approved amendments to its Constitution, you will only be issued with a key if a Deed of Easement is in place for the property. Email gates@hhgera.com if you do not have a Deed of Easement and would like to put one in place.
- You must produce proof of residence (e.g.council tax, tenancy agreement or utility bill in your name) before you will be issued with a key. This is to ensure keys are only issued to bona fide residents.

A contribution of £45 is payable by bank transfer for each key, which includes a £25 refundable deposit.

Once payment has been made, contact Jane at Japan Services Ltd (0208 752 0445) to arrange collection.

APPLICATION FOR KEY(S)

Please provide key(s) to the gate at the entrance to the Service Road to the rear of my house. Payment of £45 entitles me to one key for my Zone entry gate.

Payment should be made by bank transfer to:

Account name: Hanger Hill Garden Residents / Account no: 43723497 / Sort Code: 60-07-10

Reference: KEY<house number><initials of your street>* A receipt will be issued with your key/s.

First key @ £45

Second key @ £45

Total payment

Name (Print)

Phone No.....

Address.....

Email.....

Signature.....

Date

** eg if you live at 11 Princes Gardens your reference would be: KEY11PG.*