

We Are Moving!

1st July 2009

Dear Customer,

Please note on Friday 17th July 2009, we will be closed for business due to the re-location of the company.

All being well we are expected to re-open for business on Monday 20th July 2009 at our new site;

Unit 18-20
Pembroke Business Centre
Gardiners Lane South
Basildon
Essex
SS14 3HX

Tel - 01268 662210
Fax - 01268 525323

Our workshop facilities will be affected by the re-location, but we will endeavour to ensure that we provide our customers minimum disruption.

Please can you advise all the relevant departments and personnel within your company of these changes.

Thank you for your co-operation in this matter.

Yours sincerely



Chris Smith
Managing Director



Universal Rotating Electrics Ltd

Unit 1C, 284 High Road, North Weald,
Epping, Essex, CM16 6EG

