

Openreach New Sites Ref: HMS/261

24/03/2020

Dear Jonathan,

Re: Hoyland, Tankersley Lane,

Thank you for registering your commercial only site with Openreach.

Our next step is to find out if there are any issues which may prevent us from providing service when and where you need it.

We will then issue you with an offer letter to confirm the cost of connecting your site.

Once payments have been received based on the plans that you have provided, we will draw up these designs no later than 4 weeks before your site start date. These will then be passed to your Field Based Co-ordinator (FBC) who will contact your site agent to discuss the viability of the proposed plan and advise on the best method of providing service to your site. It is at this point that your FBC will walk your site agent through the Quality Standards and Developer Handbook so that together we can deliver on time for your customers.

Should you change the site layout from the plans submitted to us (either at the time of the original proposal or after it has been accepted by you), then:

- We may need to amend or re-plan the proposal
- We will charge you for Time Related Charges.

Any changes must be provided to your FBC and agreed in writing by us.

Please ensure you keep your New Site reference safe as this will need to be quoted if you contact us regarding your site in the future.

Yours sincerely,

The New Sites team