



21/06/2010

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Dear Sir/Madam,

Membership Number: : 848918022

SAFEcontractor - Receipt of Registration.

Thank you for joining SAFEcontractor. We now look forward to working with you to achieve SAFEcontractor accreditation.

Your company is now listed on the SAFEcontractor Website and will be viewable by all of our clients once your Accreditation is achieved.

Please note: The right to use the 'SAFEcontractor Approved' Logo and the terms 'Accredited' or 'Approved' are reserved for those organisations that have achieved 'Standard' Accreditation. Use of the logo and terms referenced above, by unaccredited organisations may result in removal from the scheme and in some cases legal action being taken.

You are able to access the website at [www.safecontractor.com](http://www.safecontractor.com)

The website will allow you to view your company details and search all approved contractors, in order to find a suitable subcontractor.

We have sent your Username & Password to the email address that you have provided us with. If you have not provided an email address or are unable to access the details please call us on 02920 266749.

I am pleased to enclose your Membership pack, which includes:

- The Questionnaire - Please complete all sections of the enclosed questionnaire and return it as soon as possible. If we do not receive your questionnaire or it is incomplete, we will be unable to commence the audit process.
- Membership benefits sheet - Details of the extra benefits of being a member of SAFEcontractor.

Please note: The renewal of your annual membership is based upon the anniversary of your registration date and will be automatically renewed on this date, unless cancelled. Your renewal invoice will be due for payment on this date. Payment for your annual membership covers services provided throughout the process (audits, support, Responseline, etc.) and is independent of the date which accreditation is achieved.

In the interest of making the communication process as efficient as possible; SAFEcontractor would prefer that all future outgoing communications be sent by e-mail. Therefore please ensure that the email address provided is the most appropriate to receive all future correspondence from ourselves. If you experience difficulties in dealing with information in an electronic format please contact our helpline on 02920 266749, and assistance will be given to ensure you obtain all relevant documentation.

PLEASE DO NOT SEND ORIGINAL DOCUMENTATION, AS ALL INFORMATION RECEIVED WILL BE SCANNED AND DESTROYED.

If you have any questions regarding the above or any questions regarding SAFEcontractor, please do telephone our helpline on 02920 266749.

Yours Sincerely



Jay Le Clare  
MS Administrator

