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Baynton West , WA, 6714
08 9185 6605

Info@karrathacommunityhouse.org.au

17 December 2014

Leigh Cover
Manager Leisure Services
Welcome Road
Karratha WA 6714

Dear Leigh,

As requested please find below the details for the request from Karratha Community House Inc. (KCH) to break our lease for the community module at the Pam Buchanan Family Centre (PBFC) effective the 31st of January 2015. Can you please provide confirmation that we will not be requested to leave the community module (if required) until the tendering process has been completed.

As outlined in previous correspondence, KCH request that the City of Karratha change the current model that the centre is leased under. I would like to take this opportunity to state that KCH would like to continue working with the City in regards to the management of the centre and we will await for further details from you on this matter.

Please let me know if you require any further information.

Kind Regards,

Donna Stace
Chairperson
Karratha Community House
donnachris@westnet.com.au
0424 185 649

CC: Karratha Community House Board Members.