

Ian Nelson  
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17 November 1999

Dear Ian,

### **Lux invoices**

Thank you for your letter dated 12 October, and I'm sorry for the delay in responding. I have tried to contact you by 'phone a couple of times but we kept missing each other. The reason I need to talk to you is to clarify a couple of issues on the invoices outstanding.

You will by now have received the payment for the second quarter rental. My queries for the two outstanding invoices concern the service charges rather than the rent. First of all, your combined rent and service charge invoice (INV08859) for the third quarter gives the service charge element as £13,272.23. This cannot be correct, but I can't check it as there is no invoice from Solitaire attached. Could you please send me an amended invoice, and confirmation of Solitaire's charges.

The second query refers to the fact that I noticed last year that Solitaire are only charging partial VAT on their invoices to the BFI but we are paying 17.5% of the entire sum when it is recharged to us. For instance, Solitaire's invoices for July to September have a total VAT element of £492.35 as against £681.85. Could you explain why there is a difference?

Finally, you asked in your letter whether we wish to challenge the rise in service charges. Until we have the revised invoice I am not sure what the increase is, but LFDVA are not in a position to comment as we are not the tenants of the building. Given the fluctuations and discrepancies there have been over the last eighteen months life would be easier for all of us if the service charges, which are entirely separate from the rental, could be invoiced **directly** to the Lux Centre by the management agents. Apparently the request to do so must come directly from yourselves as leaseholder to Ian MacIntosh at Solitaire Management. A considerable amount of time has been spent trying to sort through service charge invoices and I would prefer LFDVA not be involved if it was at all possible.

I look forward to hearing from you, and apologies again for not responding sooner.

Best wishes

Gill Henderson  
Chief Executive

cc Michael Maziere  
Director, Lux Centre