

2400.355
Town Clerk's Office.

Chewton, 16 March 1889

Mr Cook Esqre

Town Clerk, Baglehawk

Dear Sir

I am sorry that I did not make my meaning sufficiently clear

What I intended to convey was that for £50 per annum I would generally advise the Clerk of works, as to works to be carried by him

For works requiring plans & specifications to be prepared by me I should require 5% on the Contract value of the work from £50 upwards. I assumed that generally speaking the Clerk of works would be able to manage works under £50 with my advice. It however it should be thought desirable for me

to prepare plans for works under £50 I would do it at the same percentage

I am

Dear Sir

Yours truly

J. Spauld