

Circular 13 - 2017

15 December 2017

Dear Residents,

STAFF ON LEAVE DURING FESTIVE SEASON:

Please note that Marius Viljoen will be on leave as from **Monday, 18 December 2017** until **Wednesday, 3 January 2018**. For any emergency that requires maintenance assistance, please contact Reception on ext. 200 so that the office can assist in the absence of Marius. But please note, this is only in case of an emergency. All other maintenance requests will have to wait until Marius is back in the office.

Sr. Linda Wintle will be on leave as from **Tuesday, 19 December 2017** until **Wednesday, 3 January 2018**. Marius Grobler is standing in for her during this period and can be reached on ext. 203 or ext. 220.

Our Utility Worker, Jabulani Nkosi is on leave as from **1 December 2017** until **26 December 2017**. Silas Mothapo, will then go on leave as from **27 December 2017** until **22 January 2018**.

All other staff will be working as normal during the Festive Season, except for the Public Holidays.

THE BISTRO:

The Bistro will be closed on **Tuesday, 26 December 2017** and **Monday, 1 January 2018**. The Bistro will be open for lunch only on **Wednesday, 27 December 2017**. There will be no Social Evening on this day.

Christmas Lunch bookings closes on **Monday, 18 December 2017** and bookings for New Year's Eve closes on **Wednesday, 20 December 2017**. Please ensure that you have made your booking with The Bistro on ext. 209 before the cut off dates to avoid disappointment.

Kind regards,



René Kleynhans

VILLAGE ADMINISTRATOR