



NOTICE TO ALL TENANTS REPLACEMENT OF ELECTRICITY METERS

As previously notified, Sydney Markets Limited is working with Ausgrid to roll out new electricity smart meters. The roll out and installation will take about three (3) months.

In order to change over the existing meters, it will be necessary to shut down the power in each individual tenancy for approximately one hour.

Technicians from Ausgrid will commence the upgrade on **Monday 20th February 2017**.

Prior to this date a staff member from the Site Services Department will visit each tenant to discuss a suitable time and obtain signatures prior to commencement of each shutdown.

Not all tenants will be affected. The Site Services staff will advise whether or not the power shutdown is required for your tenancy.

It is important to ensure the following steps are taken before the power shutdown:

- Carry out a computer back-up and turn computers off;
- Check to ensure all telephone system back up batteries are fully operational and allow support for the duration of the shutdown;
- Communicate with your Internet Service Provider (ISP) and Data Manager if your service is affected by a shutdown;
- Ensure cool rooms are programmed correctly;
- Make sure your customers have been notified.

After the shutdown, please ensure that all your services are functioning.

Should any issues arise during the shutdown, please contact our Site Services Supervisor, Firoz Ali on 0418 401 881 or Mr Peter Henry from Ausgrid on 0412 415 809.

MARTIN FORSTER
Head of Site Services
8th February 2017