

# BLOCK AND STONE

GARDEN DESIGN & CONSTRUCTION, RESIN BOUND DRIVEWAYS & PATIOS,  
PAVING, WATER FEATURES & LIGHTING, FENCING, TURF & ARTIFICIAL  
LAWNS, PROPERTY REFURBISHMENT & MAINTENANCE,  
65 Bowman Mews, Southfields, London SW18 5TN  
Tel: 07800 851483 Email: BLOCKANDSTONE@MAIL.COM  
Website: www.BLOCKANDSTONE.CO.UK



[date]

Dear Neighbour,

Re: Landscaping of ...address of Client....

May we introduce ourselves, we are Block and Stone, your local Landscape Garden Design & Construction business. We should like to advise that we started work, this morning (usually it is from 9.00am) to reconstruct the [rear / front garden / patio] of 1...address of Client...., and we expect to complete the Works towards the end of the following week (weather permitting). We do not work over the weekend unless absolutely necessary.

During our construction Works there will be some disturbance caused by intermittent noisy machinery, some lorry deliveries, parking of a company vehicle and stock piling of products.

It is our policy to keep any such disturbance or inconvenience to neighbours to an absolute minimum. However, should you have any issues or concerns we are always ready to discuss arrangements and ensure a caring harmonious relationship.

'My Garden is my most Beautiful  
Masterpiece' Monet

We are polite and friendly so do pop along anytime, to see who and what we are about, and if we can be of any service to you. We are based locally in Southfields. Our 30 years of experience excellence, creative solutions, quality craftsmanship and a wide range of skills, ensures we are able to offer a professional and personalised service for all garden and property maintenance issues, and we project managing everything for you.

**Our initial consultation is free and without obligation**, and we should be delighted to discuss your plans

Yours faithfully,

Anthony Allen & Rita  
Watson  
Block and Stone

