



Central File Ref

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Memorandum

To Finance
From Property
Date 14 September 2001
Subject RAHOTU LIBRARY

CHEQUE FOR FINAL RENTAL

Please can you prepare a cheque for \$ 450.00 being the final rental payment due to Mr Roger Bartlett as owner of the Rahotu Library Building.

Please return the cheque to me to post out with a covering letter.

Thanks Yvonne Corrigan
Property Manager

GL 54100424001

11930/117100

SOUTH TARANAKI DISTRICT COUNCIL

PRIVATE BAG 902

HAWERA

TELEPHONE (06) 278 8010

FACSIMILE (06) 278 8757

14 September 2001

Mr Roger Bartlett
C/- Rahotu Mail Centre
RAHOTU

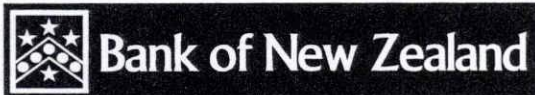
Dear Sir

FINAL RENTAL OF RAHOTU LIBRARY

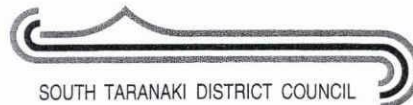
Further to past discussions of the closure of the Rahotu Library, I confirm that the District Council will be closing the Rahotu Library as from 31 October 2001, and we will no longer require the use of your building from this date.

I enclose our cheque being the final rental payment due. Thank you for your past efforts in maintaining the gardens and building at the Rahotu Library site.

Yours faithfully



Hawera Branch
73 Princes Street, Hawera



SOUTH TARANAKI DISTRICT COUNCIL

DATE

14-9-01

PAY R.C. Bartlett

THE
SUM OF

four hundred and fifty dollars only

\$ 450 =

NOT TRANSFERABLE

James T. Hall

FOR SOUTH TARANAKI DISTRICT COUNCIL GENERAL A/C

073775 020648 0070079000

CHEQUE DUTY PAID LIC. 9

14 September 2001

Mr Roger Bartlett
C/- Rahotu Mail Centre
RAHOTU

Dear Sir

FINAL RENTAL OF RAHOTU LIBRARY

Further to past discussions of the closure of the Rahotu Library, I confirm that the District Council will be closing the Rahotu Library as from 31 October 2001. We will no longer require the use of your building.

I enclose our cheque being the final rental payment due. Thank you for you're past efforts in maintaining the gardens and building at the Rahotu Library site.

Yours faithfully

Yvonne Corrigan Mrs
PROPERTY MANAGER

copy

6 December 2000

Mr Roger Bartlett
C/- Rahotu Mail Centre
RAHOTU

Dear Sir

ANNUAL RENTAL PAYMENT FOR RAHOTU LIBRARY

Attached please find our cheque for the annual rental for the Rahotu Library.

Could you please call and see me next time you are in Hawera, as we have some issues to discuss.

Best wishes for a Merry Christmas.

Yours faithfully

Yvonne Corrigan Mrs
PROPERTY OFFICER

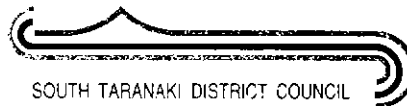
SOUTH TARANAKI DISTRICT COUNCIL
PRIVATE BAG 902, HAWERA
PHONE: 06 - 278 8010
FAX: 06 - 278 8757

payment Rahotu Library.

lease detach this portion before lodging cheque



HAWERA BRANCH
73 PRINCES STREET, HAWERA



SOUTH TARANAKI DISTRICT COUNCIL

DATE
6.12.00

CHEQUE DUTY PAID LIC. 9

PAY Roger Bartlett

THE SUM OF four hundred and fifty dollars only

\$ 450.00

NOT TRANSFERABLE

FOR SOUTH TARANAKI DISTRICT COUNCIL GENERAL A/C

⑈070547 ⑈020648⑈ 0070079⑈00 ⑈

Yvonne Corrigan

From: Lynne Walker
Sent: Thursday, 13 September 2001 16:58
To: Yvonne Corrigan
Subject: Rahutu Library

Hello Yvonne

I would like to know if the Landlord of the Rahutu Library has been notified properly in writing that we are not renewing? the lease and are shutting the library from the 1st ? of October.

If he has when was it effective from?

We need to get advertising organised and ourselves to move books etc so I am concerned that everything is done correctly.

Do you do the formal notice to the paper? Or do we?

Cheers Lynne

PS I have two interviews tomorrow at 9am and 10.30 am then another one at 2pm. Then I am away all next week.
Lynne

6 December 2000

Mr Roger Bartlett
C/- Rahotu Mail Centre
RAHOTU

Dear Sir

ANNUAL RENTAL PAYMENT FOR RAHOTU LIBRARY

Attached please find our cheque for the annual rental for the Rahotu Library.

Could you please call and see me next time you are in Hawera, as we have some issues to discuss.

Best wishes for a Merry Christmas.

Yours faithfully

Yvonne Corrigan Mrs
PROPERTY OFFICER

Memorandum

To Henny
From Yvonne
Date 13 December 1999
Subject **RAHOTU LIBRARY**

ANNUAL PAYMENT DUE TO OWNER OF RAHOTU LIBRARY

Please make a cheque payable to Mr Roger Calvin Bartlett the owner of the Rahotu library for \$550.00 incl GST. Which is the annual rental due of \$450.00 plus \$ 100.00 for plants to replace a hedge that surrounds the library building.

For your information attached is a copy of the front page of the lease agreement.

Please return the cheque to me for posting and attaching a covering letter.

Thank you.

Yvonne Corrigan Mrs
Property officer

[\[Click here & type name\]](#)
[\[CLICK HERE & TYPE POSITION\]](#)

YC:JG191

25 November 1998

Mr R C Bartlett
South Road
RAHOTU

Dear Sir

Re: **RENTAL DUE FROM COUNCIL FOR USE OF RAHOTU LIBRARY**

Attached please find Council's cheque for \$400.00 plus GST, being due to you for this year's rental.

Also enclosed, please find an Order Number for Taranaki Farmers for \$20.00 worth of seedling plants that you will plant outside the Library.

Yours faithfully

Yvonne Corrigan (Mrs)
PROPERTY OFFICER

COPY

Memo to Creditors Clerk

From: Property Officer

Dated: 10th October 1998

Subject: Councils rental due to the owner of Rahotu Library

Please make a cheque out to Mr RC Bartlett of South Road ^{Rahotu} ~~Ragout~~, for \$ 400.00 plus GST for the rental due to him from council for the use of the Rahotu library.

Attached is a copy of the first page of the deed, for your records.

Please give the cheque back to me for posting.

Thanks

Yvonne Corrigan

Library

14 December 1999

Mr R C Bartlett
South Road
RAHOTU

Dear Sir

RENTAL DUE TO YOU FOR RAHOTU LIBRARY

Attached please find Council's cheque for \$ 550.00, being the amount due to you for this rental, plus \$ 100.00 for the purchase of some trees for the library section.

Best wishes for the festive season.

Yours faithfully

Yvonne Corrigan Mrs
PROPERTY OFFICER

Memorandum

To HENNY
From YVONNE
Date 6 December 2000
Subject RAHOTU LIBRARY

ANNUAL PAYMENT DUE TO OWNER OF RAHOTU LIBRARY

Please make a cheque payable to mr Roger Bartlett the owner of the Rahotu Library for \$ 450.00 incl GST. GL 51100065

For your information attached is a copy of the front page of the agreement.

Thank you



Yvonne Corrigan Mrs
PROPERTY OFFICER