

Bathgate Office Refurbishment - Reception Closure

As part of the office refurbishment the reception of our office at 66 North Bridge Street, Bathgate will be closed from midday on Friday 7 August 2009 until Monday 14 September 2009.

There will be no public access available to the office during this time.

In order to minimise the disruption to you we will set up a temporary payment facility at our Maintenance Office at 37 Glasgow Road, Bathgate, EH48 2AQ where you will be able to pay rent and report repairs in person from Mon 10th August between 9:30 am & 3:00 pm Mon - Fri.

We have also arranged for new allpay cards to be issued to everyone and you should receive this by 10 August. You can use this card at any Post Office, Pay Point outlet, on-line at <http://www.allpay.net/> and by SMS text. If you do not want to use the card at this time, please keep it in a safe place as you may wish to use it later.

For full details of our payment methods please **[click here](#)**.

While we will be unable to deal with personal callers during this period, you will still be able to contact staff by telephone and e-mail. For our contact details please **[click here](#)**.

We apologise for the inconvenience this will cause but look forward to welcoming you back to our new reception when the work is complete.