

13 March 2020



2 Meiklehill Road  
Hillhead

Kirkintilloch G66 2LA

Telephone: 0141 578 0200

Fax: 0141 578 4817

E-mail: [admin@hillheadhousing.org](mailto:admin@hillheadhousing.org)

Web: [www.hillheadhousing.org](http://www.hillheadhousing.org)



## TO ALL HILLHEAD HOUSING ASSOCIATION TENANTS

Dear Tenant

### CORONA VIRUS

Due to the nature of this virus and the need to minimise its spread through the population we ask that you contact the Association by telephone, email or text in the first instance. Please do not call at the office in person unless it is essential. If a member of staff needs to contact you we will do so by telephone or text. If a home visit is necessary you will be asked to declare if you or anyone in your household is self-isolating. If the answer to any of these questions is yes, we may have to re-arrange a visit until the period of self-isolation is over.

In the event that you need to report an out-of-hours emergency repair our contractors will ask you a similar question. If the repair is essential our contractors may attend your home but will be suitably clothed with Personal Protection Equipment. Remember you can minimise the spread of the virus by regularly hand washing and cleaning all work surfaces, door handles etc.

I would be grateful if you could inform the Association if you or anyone in your household is self-isolating.

Thank you for your co-operation

A handwritten signature in black ink that reads "Stephen Macintyre".

Stephen Macintyre  
**DIRECTOR**