

06 November 2025

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KINGSMEAD DESIGN FEE QUOTE for ARCHITECTURAL SERVICES in respect of a
PROGRAMME of REFURBISHMENT WORKS at VICTORIA HALL,
39,HIGH STREET, OAKHAM LE15 6AH.

for Oakham Town Council

I/we hereby appoint Kingsmead Design Ltd to proceed with the work as
described below and as detailed on Kingsmead Design email to Melanie Palmer
dated 06 November 2025.

delete as appropriate

Work Stage 1– LBC Planning Application £25,000.00...Applies does not apply.

Work Stage 2 - Building Regulations £5,000.00... Applies does not apply.

Work Stage 3 - Tender Procedures £1,000.00... Applies does not apply.

Work Stage 4 - Site Phase works £14,000.00... Applies does not apply.

FEE DRAW DOWN SCHEDULE

- 1). 28 November 2025 - £5,000.00
- 2). 29 December 2025 - £5,000.00
- 3). 28 January 2026 - £5,000.00
- 4). 27 February 2026 - £5,000.00
- 5). 27 March 2026 - £5,000.00
- 6). 28 April 2026 - £5,000.00
- 7). 28 May 2026 - £5,000.00
- 8). 26 June 2026 - £5,000.00
- 9). 28 July 2026 - £5,000.00

ACCEPTED.....
(Signature)

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(Print name)

DATE

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