

"Warner House", Riverview, Tarleton, Nr Preston, Lancs PR4 6EB  
T: 0845 880 2530 M: 07775 530 824 M: 07778 300 087 F: 01772 816 811  
E: info@featherflickers.co.uk W: www.featherflickers.co.uk

**Commercial & Domestic Cleaning and Property Maintenance Services throughout the Southport, Ormskirk, Liverpool, Preston, Wigan & West Lancashire areas.**

## Key holder Policy

**For your information and in order that we may gain access to your property, if you choose to give us a key, our key holder policy is below for you to look at:**

1. Feather Flickers takes full responsibility for all keys given to the company by clients.
2. We realise that all client keys handed over to staff by the company have to be kept safe and secure at all times.
3. All staff receiving keys must take personal responsibility for them until such time as they are returned to the company.
4. All staff receiving keys are instructed not to pass them to an unauthorised or third party person.
5. Under no circumstances are keys labelled as to give information leading to a particular property.
6. All staff sign to confirm receipt of all keys and understand their responsibility as laid out in the employee handbook

***Feather Flickers successfully undertook a large contract for IMG, the worlds premier and most diversified sports, entertainment and media company during the Royal Birkdale Open Golf in 2008, Turnberry in 2009 and St. Andrews in 2010.***

Directors:  
Greg Gottig FIH FCMI FFA MBICSc (Managing)  
Ruth Gottig

Feather Flickers is part of Warner House Companies Ltd and is registered in England & Wales.  
Registered Office: "Warner House", Riverview, Tarleton, Nr Preston, Lancs PR4 6EB  
Banking Details: Natwest, 130 Lord Street, Southport, PR9 0GB • Sort Code: 60-20-11 • Account No: 35746149  
Company Reg No: 6638525 • VAT Reg No: 998 8229 43

