



## REMOVALIST – TERMS/CONDITIONS

### TENNYSON REACH BODY CORPORATE MAY 2009

The following house rules apply for ALL residents and their contractors contemplating entry /exit removals from and into Tennyson Reach Apartments.

**Lifts must remain in use for other residence and only locked off / isolated by the use of the lift key when loading and unloading only. Blocking of lift doors or holding them open is not permitted as this will damage the lift mechanical operation.**

#### GENERAL INFORMATION

- Removal times will be strictly between **9:00am – 4:00pm, Monday to Friday and no public holidays.**
- Residents and/or their representative must be on site to conduct an inspection of the lift and foyer with management prior to and at the conclusion of moving-in. Key access to the lift will be provided to and returned from the Resident at the inspections.
- All apartment/garage keys are to be issued to the removalists by the resident.
- Entry/exit of removals is via basement only and not through any ground floor foyers.
- A ferry vehicle will be required to move furniture into and out of the Basement.
- **SHOPPING TROLLEYS ARE NOT TO BE USED BY REMOVALIST.**
- The unit foyer floors are to be protected at all times – drop sheets are to be used.
- Any damage to the common property is to be reported immediately to management and all repair costs will be paid by the Resident.
- Rubbish is NOT to be deposited into ANY of the domestic waste bins or to be left in the basement or refuse room. Rubbish is to be removed daily from the premises or it will be moved at the Resident’s expense.
- No items are to be left in the foyers and/or fire stairs during removals.
- Smoking is not permitted in the common areas (including basement).
- The garage entry/exit roller door is to be locked at all times.

#### PARKING

- The allocated resident car park is the only car park to be used in the basement.
- Visitor’s car park is not to be used by the Removalist.

Please be aware that you are responsible to maintain the best interest of your neighbour’s peaceful enjoyment of their unit and the facilities of this building.

The safety and security of this building will be kept to the highest standard when these procedures are followed by all the involved.

**TENNYSON REACH REALTY, ON BEHALF OF TENNYSON REACH PRINCIPAL BODY CORPORATE.**

**I ACKNOWLEDGE THAT I HAVE READ AND AGREE TO COMPLY WITH THE ABOVE CONIDITONS RELATING TO THE ENTRY / EXIT REMOVALS FOR:**

**UNIT NUMBER:** \_\_\_\_\_

**RESIDENT’S NAME:** \_\_\_\_\_

**DATE OF REMOVAL:** \_\_\_\_\_

**REMOVALIST NAME:** \_\_\_\_\_

**RESIDENT’S SIGNATURE:** \_\_\_\_\_