



STRATA ANGELS

PEACE OF MIND

STRATA ANGELS

MOVE IN / MOVE OUT / FURNITURE DELIVERIES FORM

OC PS #	PS621343F - OC1 and OC2	LOT/UNIT #	
PROPERTY ADDRESS	632-640 Doncaster Road, Doncaster, VIC 3108		

MOVE TYPE	MOVE IN / MOVE OUT / FURNITURE DELIVERY (circle one)		
WHO'S MOVING?	OWNER / TENANT (circle one)		
WHEN MOVING?	DATE		TIME
APPLICANT'S NAME			
PHONE NUMBERS	MOB 1		LANDLINE
EMAIL			

PROPERTY AGENT'S DETAILS

BUSINESS NAME			
CONTACT PERSON			
PHONE NUMBERS	MOB		LANDLINE
EMAIL			

TENANT'S DETAILS

NAME(S)			
PHONE NUMBERS	MOB		LANDLINE
EMAIL			

CARRIER'S/REMOVALIST'S DETAILS

BUSINESS NAME			
PHONE NUMBERS	MOB		LANDLINE
EMAIL			

Please email the completed form to the Building Manager on pinnaclebm@connectfacilities.com.au at least 3 (three) business days' prior to the intended move/delivery along with the carrier's/removalist's current Public Liability Insurance and confirmation on the attached Terms & Conditions.



STRATA ANGELS

PEACE OF MIND

STRATA ANGELS

TERMS & CONDITIONS REGARDING MOVES/DELIVERIES

1. Moves/deliveries are permitted only between 9:00am and 3:00pm Monday to Friday. No moves/deliveries are permitted over the weekend or on Public Holidays.
2. Moves/deliveries after 3:00pm might incur a charge, which is a matter between you and the BM.
3. Please provide the completed form to the Building Manager in advance as per the timeframe provided in the form so a lift can be booked and protective covering can be installed in it.
4. The Resident must provide the Carrier/Removalist with prompt access to their apartment.
5. The Resident must ensure that all Owners Corporation Rules are followed and that the rights and privacy of other residents are respected.
6. Before and after the move/delivery is completed, the Building Manager will conduct a condition assessment in conjunction with the Resident and Carrier/Removalist, to record details of any damage caused by the move/delivery.
7. The Resident is responsible for the cost of any repairs for damage that has been caused as a result of the move/delivery.
8. The Resident must ensure that all packing materials (e.g. boxes, polystyrene, bubble wrap) and hard waste (e.g. unwanted appliances, furniture) are removed at their expense. Strictly no dumping of hard waste in any part of the building (including bin rooms) or car park is permitted.
9. All furniture and/or goods must be transported to the lift via the Lower Ground car park.
10. On arrival at the building, the Carrier/Removalist must report to the Building Manager's office situated adjacent to the car park entry gate (south of building) off Frederick Street.
11. You are advised to measure the building entrance and internal doors of your apartment in advance to ensure that furniture can be easily manoeuvred into place.
12. Please note the dimensions of the lift to ensure that your furniture can be accommodated:

LIFT CAR DOORS	980mm (W) x 2050mm (H)
LIFT CAR INTERNALS	1020mm (W) x 2200 (H) x 1900mm (L)
MAXIMUM WEIGHT	1000 kg (13 passengers)
The above dimensions are prior to lift protection. Please allow sufficient tolerance for lift protection.	

I/We agree to comply with the Owners Corporation Rules and above Terms and Conditions.

For any queries, please contact the Building Manager on 0499 773 432 / pinnaclebm@connectfacilities.com.au

Date:

Signature:

Full Name: