

MOVE IN / MOVE OUT PROCEDURE

MOVES ARE ONLY PERMITTED FROM MONDAY TO FRIDAY.

THERE ARE STRICTLY NO MOVES ON WEEKENDS OR PUBLIC HOLIDAYS.

All move in/outs or deliveries of large furniture items require lift protection to be installed and a lift key to be used for the duration of the move.

Please contact the Building Manager at vantage@impex-group.com.au or on 0484 121 034 at least 48 hours in advance to book a time and date for your move (either 8:00-12:00 or 12:00-16:00).

On the day of your move, please report to the Building Manager to collect the key to the lift and to receive instructions. The lift key must at all times be in the possession of the resident using it and should not be left in the lift unattended. The lift key must be returned as soon as the move is completed. If it is not returned in time the resident will be charged for a replacement. Should the Building Manager not be available to receive the key please place the key into the Body Corporate mailbox in the mail room.

Access devices must always be used to enter/exit doors and lifts. If this is ignored, a breach will be sent to the owner of the lot and any costs involved for repairs caused from damage will be on-charged accordingly.

Please contact the Building Manager if any clarification is required.

Residents involved in a move are responsible for all persons involved in the move and should note the following information below.

Do Not Prop or Forcefully Hold Doors or Lift Open

There is strictly NO propping open of any common area doors or covering of sensors during the move as by doing so you can potentially cause damage, and it will be classified a security breach.

Parking

Vehicles involved in the move must park on Riversdale Road away from the car park main entrance so as not to block vehicles entering/exiting from the building. Please ensure your removalist does not park on the verge. Please check with the Building Manager before parking in the driveway near the café to ensure that you do not interfere with waste bin collections.

Moving Furniture or Other Items

Items are to be moved through the main lobby directly into the lift and must not be piled up in the lobby or left leaning on common area walls and furniture.

Lift Dimensions

The dimensions of the lift are 2.4m high, 2m long and 1.3 wide. If you have items that are larger than these measurements, please do not force them into the lift as this can cause damage to the lift panels, ceiling, or mirror.

Disposal of Boxes and Packaging Waste

Large boxes must be taken offsite and disposed of correctly. Smaller boxes are to be flattened prior to placing in the yellow lid bins. Styrofoam and packaging plastics are not recyclable and must be disposed of in the red lid bins (for general waste). All bins are located in the ground floor bin room.

Unscheduled Moves and/or Damage Caused During the Move

Any moves or large furniture deliveries outside the permitted days/times, without a booking will result in a breach notice and a fee of up to \$200 (refer to Breach Notices below).

The repair costs for any damage to common property caused during the move is recoverable from the owner of that apartment, who will be invoiced accordingly.