

# PRESIDIO APARTMENTS

STRATA PLAN 63664

P: 0401 392 582

E: management@presidioapartments.com.au

## CAR PARK REMOTE CONTROL REQUEST FORM

Residents requiring a replacement remote control for the car park must complete and then email this form to building management at [management@presidioapartments.com.au](mailto:management@presidioapartments.com.au) . Residents will then be notified when their remote is available to be collected.

### CONDITIONS

- RESIDENTS REQUIRING A NEW REMOTE MUST FIRST COMPLETE THE NEW REMOTE REQUEST FORM.
- ALL SUPPORTING DOCUMENTATION MUST BE PROVIDED BEFORE THE REMOTE CAN BE ISSUED.
- A \$100 NON-REFUNDABLE REMOTE FEE IS PAYABLE BEFORE COLLECTION. PRIOR TO COLLECTING THE REMOTE PLEASE DEPOSIT THE FUNDS INTO THE OWNERS CORPORATION'S BAN ACCOUNT.  
BSB – 182 222  
ACC# 222026007  
NAME – STRATA SENSE PTY LTD SP63664  
PLEASE INCLUDE YOUR LOT NUMBER AS THE REFERENCE. PLEASE ALSO EMAIL THE STRATA MANAGER AT [INFO@STRATASENSE.COM.AU](mailto:INFO@STRATASENSE.COM.AU) TO ADVISE THEM OF THE DEPOSIT FOR RECONCILIATION PURPOSES.
- TENANTS MUST HAVE AN AUTHORISATION LETTER OR EMAIL FROM THEIR MANAGING AGENT TO OBTAIN REMOTES.
- IN THE INTEREST OF SECURITY AND TO PREVENT VISITORS PARKING BREACHES RESIDENTS ARE ONLY PERMITTED ONE REMOTE PER CAR SPACE.
- ACCESS CARDS/REMOTES ISSUED HAVE A 12 MONTH WARRANTY, IF CARD/REMOTE IS FOUND TO BE FAULTY WITHIN THIS TIME MANAGEMENT WILL REPLACE FOR FREE.

DATE:

APARTMENT NO:

BUILDING:

NAME:

CONTACT NO:

EMAIL:

Please outline what happened to your previous car park remote?

Are you the owner of the property or tenant?

If tenant, please provide your agents details:

Resident Agreement: By ticking this box  , I \_\_\_\_\_, confirm that I am a current resident of Presidio Apartments and agree to the conditions outlined above.

### Staff Only

Identity checked vs resident register?

What happened to the previous remote?

Fee paid?

Staff member:

Card Number:

Card Hex (if applicable):

(Building Manager Only) Access control system updated?

(Building Manager Only) Access card registration sheet updated?

Notes: