



STRATA ANGELS

PEACE OF MIND

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## **MOVE IN / MOVE OUT / FURNITURE DELIVERIES FORM**

OC PS #	PS 318081B	LOT/UNIT #	
PROPERTY ADDRESS	101-107, Grattan Street, Carlton, VIC 3053		

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 us on [info@strataangels.com.au](mailto:info@strataangels.com.au) at least 7 (seven) business days prior to the intended move/delivery along with the carrier's/removalist's current Public Liability Insurance and the confirmation on the attached Terms & Conditions.



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## **TERMS & CONDITIONS REGARDING MOVES/DELIVERIES**

1. Moves/deliveries are permitted only between 8:00am and 9:00pm, all 7 days of the week.
2. Moves/deliveries are self-monitored, however if any agency is required to be engaged by the owners corporation, including, but not limited to, cleaning, security, etc. then their call-out rates will be on-charged to your lot.
3. Please email the completed form to us at least 2 business days prior to the intended move/delivery along with requisite documents/information asked within the form.
4. The Resident must provide prompt access to their lot to the Carrier/Removalist to avoid any goods lying in the common area.
5. The Resident must ensure that all Owners Corporation Rules are followed and that the rights and privacy of other residents are respected.
6. The Owners Corporation and/or its authorised representative may conduct a condition assessment before and/or after the move/delivery is completed to record details of any damage caused by the move/delivery.
7. The Resident is responsible for the cost of all 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 immediately removed at their expense. Strictly no dumping of hard waste in any part of the building (including bin rooms) or other areas is permitted.
9. 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.

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

For any queries, please contact us on [info@strataangels.com.au](mailto:info@strataangels.com.au) or 1300 009 909.

Date: .....

Signature: .....

Full Name: .....