

TOORONGA

VILLAGE LIVING. CITY LIFESTYLE.

Moving in or out at Tooronga Village lift booking form.

Please read this form carefully, complete all information and lodge it with the Building Manager by hand in the foyer of Tower B or by e-mail to bm@toorongavillage.com

I am moving in ☐ out ☐ or just having furniture delivered ☐

To/From apartment number _____ in Tower A B C D (Please circle)

Name _____ Phone number _____ E-mail _____

Name of Removal Company _____ Contact person and phone No _____

Monday to Friday ONLY Preferred Date ____/____/____ Alternative date ____/____/____

I would like to book the lift for the ☐ Morning and or ☐ Afternoon

Please have the removal company provide insurance details and public liability cover in case of injury and or damage caused during the move.

Important information: On the day of the move you must contact the building manager on 0488 664 950 for the following reasons:

1. To leave a deposit of \$100
2. To have the lift locked off as independent
3. To have the corridors and lobbies inspected for damage
4. To show me where to go and what to do

The moving can start as early as 8am and must finish by 4pm sharp. **Failure to finish by 4pm will result in me losing all or part of my deposit.** _____ please sign.

I agree to indemnify Owners Corporation PS 612301Y against any damaged caused by me, My agents or the Removal company employed by me for any damage caused to the common Property of the Owners Corporation howsoever caused in the course of making the move booked by this form. I further agree to reimburse the Owners Corporation to repair any damage howsoever caused in the course of making my move.

I undertake to ensure that all care and consideration will be taken by me, my agents and the Removal Company employed by me.

I understand and acknowledge that the Owners Corporation will carry out an inspection prior to and after my move and that it will advise me of any damage caused during the course of my move.

Should there be a disagreement about the damage identified, I will immediately advise the Building Manager. If I fail to immediately advise the Building Manager, I understand that I forfeit any right of appeal regarding the reimbursement of the costs of repairing any damage.

Signed by _____ Date ____/____/____