

**PROXIMITY FOB / GARAGE DOOR REMOTE / RESTRICTED SECURITY KEY
ORDER FORM**

Step 1 - Your Details (resident details, *NOT* agent details)

Full Name: Mr/Mrs/Ms/Miss:

Full Apartment Address:

Phone No - Business: Mobile:

Email Address: Are you the Tenant? ☐ Yes ☐ No

NOTE: If you are the Tenant, you must attach a copy of your signed lease agreement to this order form.

Is this a replacement? ☐ Yes ☐ No. If Yes, should the previous one be deactivated?: ☐ Yes ☐ No

Signature: Date:

Step 2 - Number of Proximity Fobs Required

Please supply x proximity fobs @ \$100.00 (inc. GST) each. Total Cost: \$

Step 3 - Number of Garage Door Remotes Required

Please supply x remote controls @ \$170.00 (inc. GST) each. Total Cost: \$

Step 4 - Number of Restricted Security Keys Required

Please supply x key restricted security @ \$50.00 (inc. GST) each. Total Cost: \$

Step 5 - Payment – PRE-PAYMENT IS COMPULSORY

- ☐ Payment in cash at the VBCS office (9am to 5pm). Please ensure correct amount since no change available.
Note: no cash is taken at the Building Managers office.
- ☐ I will send a money order / cheque, made Payable to BCSP 433545Q.
- ☐ Owners Only. Please add the total amount to my account for the next quarterly payment.

Please email the scanned form to jtudor@vbc.com.au OR fax direct to 8531 8190 OR mail to VBCS, Attn. Mr Jake Tudor, 64 Fennell Street, Port Melbourne, Vic 3207.

Step 6 - Delivery

Once your payment has been received, the fob / remote will be registered and you will be advised when they are ready for collection from the Building Managers office at The Park Apartments (next to the gymnasium). The Building Manager or the Owners Corporation will not approve mailing of the items ordered.

Received By:

Signature: Date:

ANY QUERIES PLEASE CONTACT:

Jake Tudor, Owners Corporation Manager, VBCS on 8531 8138; or jtudor@vbc.com.au
Mal Jeka, Building Manager on 0400 360 016 or buildingmanager@thepark.org.au

Office Use Only:

Key No:



Proximity Fob



Garage Door Remote



Restricted Key