



ACCESS CARD / KEY APPLICATION FORM

PLEASE PLACE COMPLETED FORM AND PAYMENT IN BODY CORPORATE LETTER BOX ON LEVEL 1 - Fax: 9610 4680

DATE _____
APPLICANT _____
APARTMENT _____
PHONE _____
OWNER/AGENT NAME _____
OWNER/AGENT SIGNATURE _____

PERSON - 1

Name _____
Aurora Resident (Y/N) _____
Contact Phone _____
Access Card _____
Apartment Key _____
Gym Key _____
Letterbox Key _____
Vehicle Make _____
Registration No. _____
Carpark No. _____

PERSON - 2

Name _____
Aurora Resident (Y/N) _____
Contact Phone _____
Access Card _____
Apartment Key _____
Gym Key _____
Letterbox Key _____
Vehicle Make _____
Registration No. _____
Carpark No. _____

PERSON - 3

Name _____
Aurora Resident (Y/N) _____
Contact Phone _____
Access Card _____
Apartment Key _____
Gym Key _____
Letterbox Key _____
Vehicle Make _____
Registration No. _____
Carpark No. _____

PERSON - 4

Name _____
Aurora Resident (Y/N) _____
Contact Phone _____
Access Card _____
Apartment Key _____
Gym Key _____
Letterbox Key _____
Vehicle Make _____
Registration No. _____
Carpark No. _____

PERSON - 5

Name _____
Aurora Resident (Y/N) _____
Contact Phone _____
Access Card _____
Apartment Key _____
Gym Key _____
Letterbox Key _____
Vehicle Make _____
Registration No. _____
Carpark No. _____

PERSON - 6

Name _____
Aurora Resident (Y/N) _____
Contact Phone _____
Access Card _____
Apartment Key _____
Gym Key _____
Letterbox Key _____
Vehicle Make _____
Registration No. _____
Carpark No. _____

TOTAL AMOUNT PAID _____

\$

SECURITY ACCESS CARD/KEY ISSUE INFORMATION

- 1 A new resident should receive two (2) access cards and two (2) sets of keys from owner or agent at handover.
- 2 Additional cards may be issued with owner approval at a cost of \$100 each, \$180 of which is refundable on return.
- 3 Additional keys may be issued with owner approval at a cost of \$50 each.
- 4 Additional letterbox keys may be issued at a cost of \$15 each.
- 5 Additional cards for non-residents, are issued for access to the visitors carpark ONLY.
- 6 Residents **MUST NOT** allow visitors into the private carpark, unless their vehicle is assigned to a specific bay.
- 7 Where parking bays are rented to non-residents, details must be registered with the Facility Manager.
- 8 Contractors are not permitted to enter private carparks to load and unload - Must be via L1 loading dock

PLEASE INCLUDE PAYMENT WITH APPLICATION. ALLOW 2-3 DAYS FOR ORDER PROCESSING.