

Vara at Taringa - Moving Procedures

The moving procedures at Vara have been implemented for the protection of residents (owners / tenants); to assist in your avoiding additional charges and/ or penalties; and to continue to keep this great, new complex attractive and comfortable for all.

Please review the procedures carefully. It is in all residents' best interests to ensure the moving procedures are abided by - for the comfort of others and to avoid being in breach of a tenancy agreement / Body Corporate By-laws .

Bookings

To ensure the time you want to move is available, and that the protective elevator curtains are in place for your move in / out OR for moving in/out of any LARGE ITEMS, please make your booking request via email to the Manager, well in advance and at minimum, forty-eight (48) hours before. (enquiries@qmgmt.com.au)

Before the move in /out commences, prospective residents (owners / tenants) must first complete and sign a Release and Waiver of Liability Agreement. This agreement waives all responsibility and liability of the Body Corporate / Body Corporate management / Building Manager for any loss / damage caused by any of the parties involved in the moving in / out process during the entire time they are resident within the complex (and when vacating).

For this reason:

ONE (1) apartment ONLY may move in or out OR move any large item/s in/out, during the booked timeframe.

Moving Times

Moving is available:

ONLY BY PRIOR ARRANGEMENT WITHIN A MAXIMUM THREE HOUR TIMEFRAME
during the following days / times:

Monday – Friday 10:00am - 4:00pm (completed by 4.00pm)

Saturday (by prior arrangement only) (48 HOURS NOTICE IS REQUIRED)

Use of Lift when Moving In / Out

The lift will be made available for moving in / out for the timeframe booked for moving. You may need to obtain and sign for, (on short-term loan), a lift-lock off key.

As there is one lift in the complex, the lift is to be locked off only for the time it takes to load / unload items for each trip. The lift must then be made available for use by other residents in between each load and the next.

Protective elevator curtains must be in place prior to moving IN or OUT of any large / bulky items.

Please advise removalists / others involved in the moving process to take care when placing items in the lifts as all sides, except the lobby opening doors, have floor to ceiling mirrored stainless steel walls.

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Removalists / others must ensure a floor blanket / covering is placed on the floor of the lift to prevent scratching / damage to the floor surfaces. Please ensure that the lift sliding door tracks are not covered.

Carpark Entry Point when Moving In / Out (and Moving of Large Items at any time)

Basement 1 car park lift foyer near the visitor carpark is the **ONLY** access point to be used during moving in / out of LARGE ITEMS:

- when residents are moving in / out
- and at any other time while in residence at the complex.

NO large items are to be moved in / out via the Main Foyer Entry.

Access to the carpark entry point and movement flow of other residents' garaged cars, must be kept free at all times.

Please take careful note of the height limits for the carpark entry.

Removal trucks will not be able to enter the Carpark area due to entry height limits (2.1m).

Removal / other vans / utilities are to park parallel to the *No Standing Anytime / Removalist Vehicles Only* sign on the REFUSE ENCLOSURE side of the driveway entrance.

Please ensure that removal vans are parked in a manner that does not impact on the safety of, nor access for other residents / visitors wishing to enter / exit the complex.

The driveway is to remain clear for use by other residents / visitors at all times during move in / out and for delivery of large items.

You may need to collect and sign for a short-term loan of access items (eg a lift lock-off key / remote) for your use while moving in / out of large items.

These items must be returned immediately after expiry of the booked moving time.

PLEASE NOTE:

YOU WILL ALSO NEED TO PROVIDE YOUR FOB to the Removalist FOR ACCESS TO THE FLOOR FOR YOUR UNIT.

Disposal of Rubbish (During Move In / Out and during residence)

The Refuse Enclosure is located on the RHS / southern side of the entry driveway.

Garbage disposal relating to moving activities must at all times comply with the building's waste disposal policies. All general waste is to be deposited in the general waste rubbish bin/s in the Refuse Enclosure.

All cardboard boxes/cartons are to be flattened and reduced in size. before being deposited in the Recycling Bin (YELLOW LID) in the Refuse Enclosure. Care also needs to be taken when placing glass bottles / jars etc in the recycling bin.

Plastic bags and many packaging materials (eg bubble wrap; polystyrene foam) ARE NOT RECYCLABLE. *Continued over page*

These items should be placed in the general waste bins (Red Lid).

The abandonment of furniture, large/ small household goods, nor any other personal property is not permitted within the complex, nor in any external areas eg driveway /footpath. (If not adhered to, removal charges will apply.)

ANY WASTE (general or recyclable) that will not fit in the bins provided MUST NOT BE LEFT IN THE REFUSE ENCLOSURE. (If this occurs, removal charges will apply.)

Waste will generally be collected between two (2) to three (3) times per week once the complex is fully occupied.

Please ensure the Moving Procedures and the Waste Management procedures are respected.

Common Property Areas - Non-Smoking

Smoking is not permitted in any part of the common property areas of the complex.

Non-smoking includes cigarettes and any other substance.