



ASPIRE APARTMENTS NEW RESIDENT REGISTER (Ver9 Mar 21)

LEASEHOLDER *OR* OWNER OCCUPIER NAME/S.....

APARTMENT # # OF BEDROOMS..... # OF OCCUPANTS

EMAIL ADDRESS FOR NOTICES (Primary resident contact).....

CONTACT PHONE # - Home..... Mobile.....

MOVE-IN DATE.....LEASE EXPIRY DATE.....

ANIMALS MUST BE PRE-APPROVED BY THE OWNER/AGENT BY WAY OF AN EMAIL TO BUILDING MANAGEMENT INTRODUCING THE PROPOSED ANIMAL WITH FULL DETAILS. WILL AN ANIMAL BE KEPT ON THE PREMISES? Yes/No IF YES, WHAT TYPE OF ANIMAL?

FOR LOTS WITH CARSPACES - Car Rego #.....Make/Model/Colour.....

PROPERTY AGENTPhone #..... Email.....

This is a legal document and must be read - prior to signing. I/We, the undersigned, understand and agree the following:

1. Aspire Apartments (AA) by-laws apply to security fobs and short-term letting. Cloning of security fobs is strictly prohibited and not possible due to encryption used.
2. I/We have been given a website address to the online copy of the AA by-laws and the Sydney City Council 88b instrument-zoning document, and fully intend to read and understand them.
3. Failure to comply with the building by-laws may result in by-law breach letters, and notices to comply. This may lead to eviction.
4. AA does not permit short term renting (for periods of less than 30 days). *Special by-law 1, and Sydney City council issued 88b instrument zoning document.*
5. Zoning regulations do not permit overcrowding. The law considers more than 2 adults per bedroom as overcrowding, as per the AA development application approval conditions. Adults permanently living in rooms other than bedrooms are not permitted and will be pursued to comply.
6. I/We are occupying the unit as residential tenants under a Residential Tenancy Agreement > than 30 days with no commercial activity.
7. The assigned security passes must not be copied or permanently given to persons who do not occupy the unit. *By-law 8.4.*
8. I/We must advise the Building Manager of lost keys as soon as it is realised, which must be deactivated and replaced. *By-law 8.4.*
9. Replacement security keys will incur an administration fee of \$50 (as of Oct 19), payable on delivery in cash form only.
10. The security of AA is important to all lawful occupants, and any breach of this agreement will result in deactivation of security passes.
11. I/We will use the garbage chute system responsibly, and as per the instructions posted within the building and on the website, including associated by-laws governing the use of the garbage chute system.
12. If a car space is assigned to the property, and the car parking system security fob pass is lost, I agree to the Klaus MultiParking replacement security fob pass fee. This fee is approx. \$300 (as of Oct 19).
13. If a car space is assigned, I agree to complete the induction offered by Klaus Multiparking Australia prior to using the system and adhere to instructions on how to use the system, and not to lend the security pass or allow any other persons to use the system.
14. If a car space is assigned to the property, only a resident of the building may use said car space. If the car space is leased out to another resident, a copy of the lease and all information must be provided to the Building Manager.
15. I must be a resident in the building regardless of ownership in order to use the assigned car space. *As per the Sydney City council issued 88b instrument zoning document and building by-laws.*

PRINT NAME/S

SIGNATURE/S

DATE/S.....

<http://www.aspireapartmentssydney.com.au> - admin@aspireapartmentssydney.com.au

Aspire Apartments Sydney, Strata Plan 91667 – 11 Alberta Street SYDNEY NSW 2000 Australia.



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Occupant Details

- Please **CLEARLY PRINT** all information!
- If sending electronically, **ONLY** properly scanned documents, attached to your email as files, filled out correctly, will be accepted. Good quality scans of documents please to avoid rejection of submission!
- At least **36 hours notice** is required to activate security fobs.
- You must book your moving in day with the Building Manager at **least 36 hours** in advance – See <http://www.aspireapartmentssydney.com.au>

Name (First, Last):	Language/s Spoken:	Security Fob #'s: <small>(Can be provided at building induction)</small>	Mobile #: <small>(At least 1 for the primary contact is required)</small>	Email Address: <small>(For building notices)</small>	Residents Signature:

ADDITIONAL INFORMATION (PET DETAILS, ETC.):

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Aspire Apartments Moving in Checklist

Before your email is send off with the required documentation, please check off each item below, to ensure that you have covered what is required to process your submission:

Item	Notes
<input type="checkbox"/> Have you attached all required documentation to your email as files and not as photos in the body of the email?	<i>When you send low quality photos in the body of your email, we go to print them out and we will either have formatting issues or the documents will not be clear. Please ensure quality scans and sent as attached files to your email.</i>
<input type="checkbox"/> Building by-laws have been given to you and you have read through them?	<i>Your agent is responsible to provide a copy of the building by-law. They can be found on the building's website also.</i>
<input type="checkbox"/> New Resident Form filled out?	<i>Obtain from the building's website to ensure that the correct version is submitted. Being a legal document, it needs to be properly signed.</i>
<input type="checkbox"/> Copy of lease (if not an owner occupier)?	<i>In the very least, the first two pages that contain dates and tenant details.</i>
<input type="checkbox"/> Copy of proof of electricity connection?	<i>Confirmation from the chosen energy provider that electricity has been connected.</i>
<input type="checkbox"/> Current photo ID for all residents?	<i>Scanned copy of current photo ID for all persons residing in the property.</i>
<input type="checkbox"/> Preferred move in date given?	<i>Please specify your preferred move in date. Note that move ins MUST be completed between 9am and 4pm Mon to Sat and are dependent on lift availability.</i>
<input type="checkbox"/> Preferred building induction date given?	<i>The building induction MUST be completed prior to security fobs being enabled and move in occurs. This induction is a 10-15 minute routine and can occur between 7.30am and 8am Mon-Fri, and 7.30am and 12 noon Sat.</i>
<input type="checkbox"/> Preferred lift induction date given?	<i>The lift induction MUST be completed prior to moving large goods into the building. This induction is a 5 minute routine and should occur on the day of the move between 7.30am and 8am Mon-Fri, and 7.30am and 12 noon Sat.</i>

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NEW RESIDENTS PLEASE NOTE:

Welcome! In order for our residents to live safely, harmoniously & ensure the smooth operation of the building, the below points must be taken note of & adhered to. By signing the resident register, you agree to all by laws/rules & regulations pertaining Aspire Apartments, as this is a legal document:

- Please **DO NOT** throw cigarette butts or ANY other objects off balconies.
- Please **DO NOT** throw loose items down the rubbish chute - bag items. **NO** glass or other types of bottles. **NO** large items. **NO** general waste in recycling. **NO** plastic bags in recycling.
- Having too many people living in one apartment is **ILLEGAL** and will not be tolerated. **2** per bedroom maximum, as per zoning regulations.
- Please **DO NOT** turn off the **A/C** circuit breaker on the electrical switchboard in your apartment. Doing so will disable your and all other resident's air conditioning on your floor and the floor above or below you.
- If you have a car space assigned, only inducted persons can use the facility. Non-residents and residents not inducted **MUST NOT** use the facility. Leasing a car space out to another resident **MUST** go through the Building Manager.

Measures are in place to police some of the above points, including an extensive HD CCTV system throughout the entire building. This consists of 39 internal & external cameras and are randomly monitored on a regular basis. Residents that do not comply & inconvenience others will be dealt with accordingly.

Contact information for the Building Manager, Strata Manager, as well as extensive general building information, building by-laws, rental laws (*including the City of Sydney Council's 88b instrument document stating zoning regulations for the building*), moving in and moving out procedures, owner's manuals and car parking information can be obtained from the building's website located at:

<http://www.aspireapartmentssydney.com.au>

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