Application for the Installation of a Car Park Storage Unit

Some owners may wish to install a storage unit on their car parking lot. This requires permission from the Owners Corporation **before** commencing any installation. This form is to guide owners through the application process.

Applications can be forwarded via email or posted to the [Strata Manager](http://www.mondrianwaterloo.com.au/about/strata-manager/).

Installation Requirements:

Owners must appreciate that the installation of storage units in the car park has an impact on both the operation of fire safety systems, the effective cleaning of the car park floor and the appearance of the car park. In some cases installation of car park storage units may not be possible without compromising services.

Owners contemplating the installation of storage units are advised to have an initial discussion with the [building manager](http://www.mondrianwaterloo.com.au/about/building-manager/) with regards the suitability of the proposed location. Please note the Building Manager does NOT have the authority to approve work.

The specific requirements for car park storage are contained in [By-Law 28](http://www.mondrianwaterloo.com.au/rules-by-laws/by-laws/#28). Owners should read and familiarise themselves with this by-law as well as the [rules](http://www.mondrianwaterloo.com.au/rules-by-laws/rules/#6) around installation before submitting their application.

Any consent given to proceed with the installation does not in any way imply that the Owners Corporation has given its’ approval to the final installation. Approval is dependent upon satisfactory inspection of the completed installation.

Any non-compliant storage unit will be required to be removed.

Key steps in the application process:

Your Details

|  |  |  |
| --- | --- | --- |
| Applicants’ Name: |             |  |
| Lot No: |  | Apt No: |  |
| Authorised person: |  | **[ ]**  Owner **[ ]**  Agent |
| Contact No: |  |  |
| Contact email: |  |

Complete the following and return with your application.

(attach all relevant installation documentation)

|  |
| --- |
| Have you had a preliminary discussion with the building manager concerning the suitability of the proposed location for your storage unit? **[ ]**  Yes **[ ]**  NoIf *yes*, what was the outcome of that discussion?       |
| Where exactly will your storage unit be installed?      *Please provide a diagram showing the dimensions of your car space, the proposed location of the storage unit within this space and the location of all fire safety systems within 5 metres of the proposed installation.* |
| What is the design of the storage unit?      *Please supply photographs / drawings / brochures of the intended design* |
| What materials are used in the manufacture the storage unit?       |
| What company will manufacture &/or install the storage unit?       |
| Describe how the installation may affect common property, if at all.       |

Payment of Bond

A bond of $1000 is payable at the time of application to the Strata Manager:

**Account Name:** Strata Plus ITF SP 69259

**Account Number:** 2681-95591

**BSB:** 182-222

**Description:** <your Lot number> – Storage Unit Bond

Please forward the receipt for the bond deposit to the Strata Manager. The bond is refundable when the installation is satisfactorily completed and the Building Manager has carried out an inspection.

Checklist

**[ ]**  I have attached the specifications, drawings and brochure &/or photographs of the proposed storage unit.

**[ ]**  I included the names of suppliers and installers that will be involved in the installation of the storage unit.

**[ ]**  I have attached the licence and insurance details for any contractor that will be working on-site

**[ ]**  I have paid the bond to the Strata Manager.

Declaration

I/we       , the undersigned, understand that:

1. Approval in writing from the Owners Corporation must be obtained for this application prior to engaging contractors and commencing installation.
2. Should my installation not meet the requirements of By-Law 28 of SP 69259, I must restore any changes to their original state.
3. Any installation will proceed according to the rules for the installation of car park storage.
4. The Owners Corporation’s approval to proceed with the work in no way signifies approval or acceptance of the finished installation as this is governed by the provisions of the Mondrian By-Laws.

I/we have read and agree to abide by the By-Laws & Rules relating to the installation of a Car Park Storage Unit.

|  |  |  |  |
| --- | --- | --- | --- |
| Signed(Lot Owner / agent) |  | Dated |       |
| Print Name: |             | **[ ]**  Owner **[ ]**  Agent |

Note: If this form is not completed correctly, it will be returned to you and your request will not be processed.