

New Resident's Checklist.

Read and absorb the Body Corporate Rules,

Advise the Body Corporate Facilities Manager

- a) Property Manager Landlords Proforma Letter Residents Section has been signed
- b) Of the moving date, confirmed by

Apartment Power Connection;

Switch Utilities is the building provider for electricity; sign up for your power account on the downloadable form - [Switch Utilities Welcome Pack](#)

Apartment Telecoms/Broadband;

Place an order for your Telecoms/Broadband connection early as you may need to wait for a connection to become available.

Ask for the Service Order Number and advise the Facilities Manager of this and when this is expected to be installed – Chorus may also need access to the telco cable termination room to undertake commissioning checks.

Disposal of Waste Packaging.

Please remember that the Rubbish Room is not to be used for disposing of unwanted possessions but for domestic (kitchen and daily) waste only.

Cardboard packaging can be recycled as long as:

- a) Plastics, polystyrene and metal components are all separated from the cardboard packaging, and the
- b) Cardboard packaging is to be opened up, flattened and stacked flat in the yellow bin provided.

At all times, the daily apartment volume of general/domestic waste is limited to what would fit into two tied off plastic supermarket carry bags;

Following Moving In:

- a) Make sure that the common area is cleaned of moving generated markings (barrow tire marks on the tiles etc.) Advise Facilities Manager of any other marks that may need professional attention to clean or repair.
- b) Notify the Body Corporate of any damage caused to the common area through moving furniture or personal belongings