



Access Key Fob / Key Application Form

Aurora Apartments 582 St Kilda Road, Melbourne, 3004

Tel/Fax: (03) 9510 4580 Mob: 0425 768 822

Security Access Key Fob / Key Order Information.

1. Additional Security Access Key Fobs may be issued with owner approval at a cost of \$200 each.
(\$180 of which is refundable to purchaser on return, however this refund does not apply to lost or stolen fobs)
2. Additional Apartment Keys & Stairwell Keys may be issued with owner approval at a cost of \$55 each.
(A refund does not apply)
3. Additional Mailbox keys may be issued at a cost of \$15 each. **(A refund does not apply)**
4. **Payment must be included with this application.** Accepted forms of payment: **Cash, Money Order or Bank Cheque. (Personal Cheques or Credit Cards are not accepted)**
5. Where parking bays are rented to non-residents, details must be registered with Concierge Office.

Applicant Name: _____

Apartment No: _____ Contact Phone No. _____

Owner / Agent Name: _____

Owner / Agent Signature: _____

Application for additional or replacement. (Tick applicable box)

Key Fob Qty _____
 Apartment Key Qty _____
 Mailbox Key Qty _____
 Stairwell Key Qty _____
 Other Qty _____

Key User / Recipient Details:

1) Name: _____ Phone: _____

Residency Status: Owner Resident Tenant Non-Resident Owner Car Park Tenant Only *

* Car Park Tenant Details: Bay No. _____ Vehicle Registration No. _____

Vehicle Make, Model & Colour _____

2) Name: _____ Phone: _____

Residency Status: Owner Resident Tenant Non-Resident Owner Car Park Tenant Only *

* Car Park Tenant Details: Bay No. _____ Vehicle Registration No. _____

Vehicle Make, Model & Colour _____

Total Amount Due \$ _____ Please allow 2-3 days for order processing

(Office Use Only)

Total Amount Received: \$ _____ Receipt No. _____ Date: ___/___/___

Key Fob(s) Issued: YES / NO Serial No. (s) 1) _____ 2) _____

Key Order Processed: YES / NO Date Order Processed: ___/___/___

Date Key(s) Received: ___/___/___ Date Key(s) Issued to Applicant: ___/___/___