Lots In Common Strata Management
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Access Device Order Form

Once completed please email to sp1@lotsincommon.com.au

Owner's Name: Phone:

Agent's Name: Email:

Property Name: Lot Number:

Street Address: Unit Number:

Was your old device lost, stolen or damaged?

☐ Yes, please provide the lost, stolen or damaged devices ID number:
☐ No, I just need an extra device

Device 1:

Device Type:

Quantity:

Area Accessed:

Device 2:

Device Type:

Quantity:

Area Accessed:

Device 3:

Device Type:

Quantity:

Area Accessed:

Device 4:

Device Type:

Quantity:

Area Accessed:

Method of Collection:

☐ **Post**

Postage Address:

(Please note that all devices will be posted via Registered Post in a padded bag incurring a charge of $22)

OR

☐ **Collect from Lots in Common Office**

Name of person collecting*

(Must be the person collecting the device, and must present photo ID)

Signature

Please Note: This order will not be accepted unless signed by an authorised owner/agent. By Signing this form, you are authorising all charges associated with this order to be billed to the owners account, this includes Lots in Common's $15.00 + GST per device for arranging the access devices.. Lots in Common will not be held liable for devices lost in the post.