



THE KNIGHT ALLIANCE

# IMPORTANT NOTICE TO RESIDENTS

## SUBJECT: BICYCLE AUDIT

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We wish to advise all residents that the 'The Guilfoyle' Owners Corporation is addressing the storage of bicycles in the car park area by undertaking an audit of bicycles.

The result of the audit will better gauge the number of bicycles owned by current residents and will help to determine how many potential additional bicycle racks are required.

The Owners Corporation therefore requires all residents who have a bicycle(s) stored on a bike rack to register their bicycle with Facilities Management staff. To register your bicycle(s) please contact the Facilities Manager, Cameron Stewart via email on [bm@theguiffoyle.com.au](mailto:bm@theguiffoyle.com.au) by the 30<sup>th</sup> of September 2014 and supply the information referred to below.

For those residents using their car space or cage to store their bike please advise us so that we can calculate the number of racks required and register your bike at the same time via the below instructions:

- Your name.
- Your apartment number.
- Mobile and email contact details.
- Description of your bicycle(s) currently stored in the bike rack areas.
- The number of the rack where your bicycle is usually being stored (number located on bottom wall mount.) or car space/cage.

Facilities Management will provide you with a tag/sticker with a number displayed which is to be attached to your bicycle.

**Please be advised that any bicycle on a bike rack not registered with Facilities Management prior to the 30<sup>th</sup> of September 2014, will be deemed abandoned and arrangements will be made for the bicycle to be donated to Ceres (a not for profit organisation that recycles bicycles [www.thebikeshed.org.au](http://www.thebikeshed.org.au)).**

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If you have any queries in regard to the above please contact the Facilities Manager, Cameron Stewart on [bm@theguiffoyle.com.au](mailto:bm@theguiffoyle.com.au), 0448 167 604 or the OC Manager on [theknight@theknight.com.au](mailto:theknight@theknight.com.au), [gregor@theknight.com.au](mailto:gregor@theknight.com.au), 9509 3144. [www.theknight.com.au](http://www.theknight.com.au)

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