



# MOVE IN GUIDE

## **MOVE IN PROCEDURE**

It is imperative you book a date and time for your move in as soon as possible. Bookings must be arranged at least 48 hours prior to your intended move in.

Please submit your completed Move In/Out Booking form to the Owners Corporation Manager, Marissa, via email to [marissa@mocs.com.au](mailto:marissa@mocs.com.au). Your booking will only be confirmed with the acknowledgement from the Owners Corporation Manager.

The booking time slots are as follows;

Monday to Friday: 8:00am-10:30am | 11:00am-1:30pm | 2:00pm-4:30pm

Saturday: 10:00am-12:30pm | 1:00pm-2:30pm

## **OWNERS CORPORATION**

Melbourne Owners Corporation Services (MOCS) have been appointed as the Owners Corporation for 881 Armadale. Manager: Lisa

Phone: 03 9818 2488

Email: [lisa@mocs.com.au](mailto:lisa@mocs.com.au)

## **UTILITIES**

The electricity and gas hot water supply is part of an 'embedded network', meaning there is only one provider for the entire development. Please ensure you activate an account with the following provider before moving into the property to ensure they are active when you move in.

### **Electricity and Gas Hot Water - Win Energy**

Phone: 1300 791 970

Email: [enquiries@WINconnect.com.au](mailto:enquiries@WINconnect.com.au)

Online: <https://www.winconnect.com.au/get-connected/>

**Cold Water:** South East Water (Arranged via Connect Now during your signup or on 1300 554 323)

PLEASE NOTE: As this is an embedded network, Connect Now will not be able to assist in Electricity and Gas connection.

## **TELEVISION CONNECTIONS**

Television is accessible via plug in points which are connected to a 'free to air' television aerial. Your connection also includes a Pay TV point. You will need to arrange connection for Pay TV directly with Foxtel (131 999 or <https://www.foxtel.com.au>) at your own expense.

## **PHONE & INTERNET CONNECTIONS**

881 Armadale is NBN ready and each apartment contains data points which allow you access to internet services. You will need to arrange your own connection through your preferred provider. Initial setup costs may apply.

## **RUBBISH DISPOSAL**

Rubbish disposal chutes are located on every level. There is a rubbish room located in Lower Ground level. All cardboard boxes and packaging must be flattened and taken to the rubbish room and placed in the designated recycle room. Oversized waste and hard rubbish must not be left on common property and will need to be disposed off-site at your own arrangement.

### **CAR PARKING**

Car parking is located under the building; they are standard car parks, not stackers. If your property does not have a car park, you will need to make your own arrangements. Please contact Melbourne Real Estate should you require further clarification on the location of your car space.

### **VISITOR CARPARKING**

All visitors must have a Visitor Carpass placed on their vehicle dashboard whilst parked on the property. The maximum visitor parking duration is 5 hours. Overnight parking is not allowed, without prior registration with the Owners Corporation Manager.

### **STORAGE CAGE & BIKE STORAGE**

Storage cages and bike storage are located in the basement car park. Please contact Melbourne Real Estate should you require further clarification on the location of your storage cage.

Melbourne Real Estate advise you to not store any objects of personal or monetary value in the storage cage, and will not be held liable for any items removed or damaged due to theft or other incidents.

Residents are required to provide their own locks.

### **COMMON FACILITIES**

There is an outdoor swimming pool and terrace located on level two. The following rules apply;

- No food or drink is allowed in the Pool area
- Proper attire and no bare feet allowed for residents before/or after pool usage
- No parties allowed
- No gatherings of residents/guests exceeding 6 people at the pool area
- Strictly no smoking allowed in the pool area

### **BALCONIES AND TERRACE AREAS**

No garments, clothing, sheets, blankets, towels or other objects visible to other persons are permitted to be hung on your balcony area.

### **PETS**

881 Armadale has a strictly no pet's policy, unless it is for medical or service needs.

### **MAINTENANCE/ DEFECTS**

On occasion, issues may arise with the different aspects of your apartment and require rectification under statutory warranties. In this situation please contact Zac Wilson on [zac@melbournerealestate.com.au](mailto:zac@melbournerealestate.com.au) to advise.