

HERO

APARTMENT BUILDING

118 Russell St Melbourne 3000

ADDITIONAL APARTMENT KEY – ORDER FORM – SYSTEM 0327

STEP 1 – Your personal details. (Please use BLACK or BLUE pen.)

Name: Apartment No:

Delivery Address for Keys:

..... Postcode:

Phone Number (BH): Mobile No.:

Are you a Tenant? (Please Circle) **YES** **NO**

NOTE: If you are a TENANT you will need to attach a copy of your signed lease agreement to the order form and approval from your landlord or property manager.

STEP 2 – How many additional apartment keys do you require?

\$47.50 each (inc. GST) plus \$15.00 postage

Key Code: U-..... Quantity Required:

Note: Door Key Code or Door Cylinder Number must be provided.

STEP 3 – Preferred payment method

CREDIT CARD

(Please Note: Diners Club and American Express are not accepted)

Name on Card:

Type:

Number: Expiry Date:/.....

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STEP 4 – Applicant signature.

Signature:

Date:

STEP 5 – Email the form to the Hero Building Manager (rmhero@heroapartments.com.au) - who will authorise and forward the order to the locksmith.

STEP 6 – The locksmith will supply and deliver your key(s) to you.

KEY ORDER CONFIRMATION

To: Detail Door Hardware
geoffc@ddhardware.com.au

Phone: 5221 4133

143 Fyans St
Geelong Vic 3215
Contact: Geoff

Please supply key/s as per the attached order.

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Daniel Hanily
Hero Apartment Building
Building Manager
PS 428294T