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visionbm.com.au

Welcome to Revolution Apartments

We wish to extend to you a warm welcome to your new inner west home. Whether you are an Owner or an Occupant we hope that you find this “Welcome Pack” useful in settling into your new residence and the guides assist all in harmonious use of the facilities provided at Revolution Apartments.

ESSENTIAL INFORMATION	
LOCAL COUNCIL	INNER WEST CITY COUNCIL T: +61 2 9392 5000 Email: council@innerwest.nsw.gov.au
BUILDER	DEICORP T: +61 2 8665 4100
STRATA MANAGEMENT	Strata Republic Pty Ltd T: 1300 884 104
BUILDING MANAGEMENT	Vision Building Management Group Pty Ltd T. 13 00 88 11 96 E-Fax: +61 2 800 40159 Revolution Site Mobile: 0428 609 168 Revolution Email: revolution@visionbm.com.au

Note!! Instructions contained herein this Guide are intended to assist you to fully enjoy your new property located in Revolution. This guide will cover many, but not all circumstances that may arise from time to time. For cleaning of finishes and fittings, please refer to the information contained in this Guide. Whilst we endeavour to maintain a high level of service at all times, this information is provided by third parties and Vision Building Management Group Pty Ltd will not be held liable for any omissions or information contained herein. Failure to follow maintenance instructions may void warranties

REVOLUTION FACILITIES

Common Property Control

The use and control of all common property is regulated by Revolution By-Laws. The Owners Corporation has the ability to amend the By-Laws and codes (subject to compliance with the Strata Management Act and DA conditions).

Mail allocation

The postal address is as per your settlement notice. Australia Post will deliver mail directly to the mailboxes.

Mailboxes locations; Building A & Building D are located on the Byrnes Street, Building B & Building C are located on Illawarra Road.

Building Managers Office

The Building Managers Office is located in the ground floor, between the retail area and B and C blocks entrance, operation hours are from 7.30am till 4.00pm Monday to Friday. (excluding Public Holidays) The Building Manager (or relief) will be available during these hours.

Essential Emergency Contacts

Police, Fire and Ambulance - 000 (or 112 from Mobile)

Marrickville Police Station –
89-101 Despointes Street
NSW 2204
Phone: 02 9568 9299
Fax: 02 9568 9211
Open 24 hours

Hospital - Royal Prince Alfred Hospital
Missenden Road,
Camperdown, NSW 2050
T: + 61 2 9515 6111
Fax: + 61 2 9515 9610

Medical Centre
5/296 Marrickville Road
Marrickville, NSW 2204
T: + 61 2 9568 4188
Fax: + 61 2 9568 4088

Open hours
Weekdays 8am to 6.30pm
Weekends 9am to 4pm
Public Holidays TBA

ACCESS AND SECURITY

Security Devices and Keys

Each apartment is issued with two (2) apartment keys and two (2) access fobs. The access fobs will provide access to the car park entry/exit, your buildings entry, gate(s) and lift(s).

The Building Manager is responsible for sourcing additional keys and access fobs. If a key or fob are lost / stolen / misplaced, please advise the Building manager immediately to ensure all measures can be taken to protect the building security.

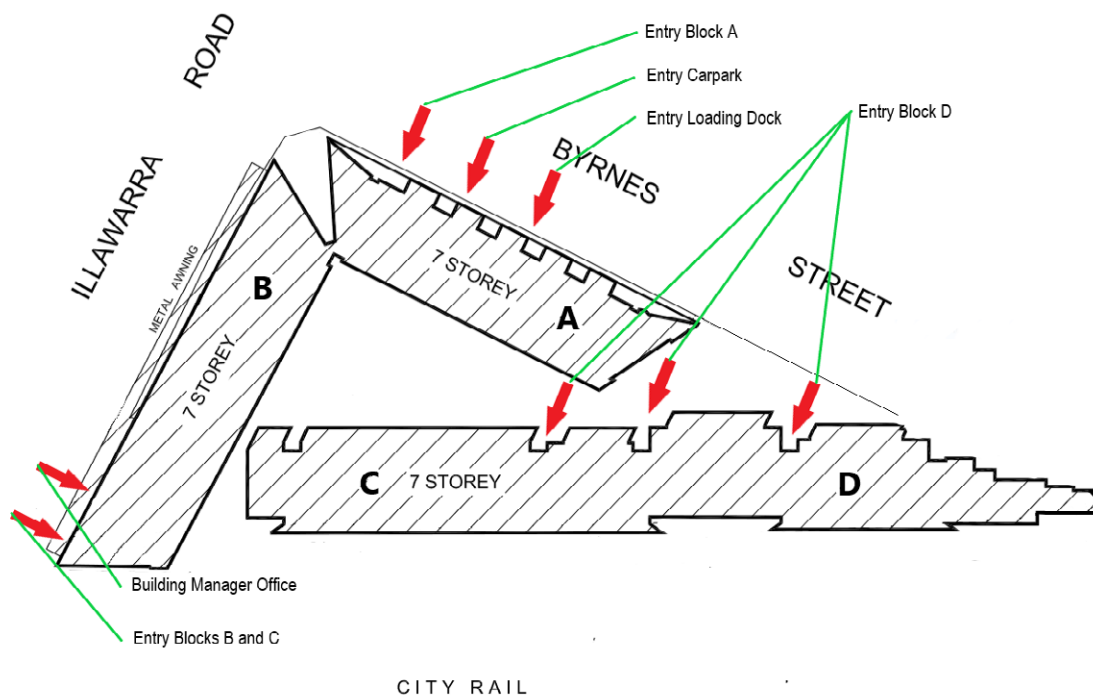
Building Management will be able to facilitate providing additional keys and fobs for an Owners and or Owners Agent. Please be aware items will only be ordered upon receipt of payment.

Car Parking Entry

All access to resident and visitor Car Parking spaces is via Byrnes Street vehicle entry with a maximum height limit of 2.2metres.

Access to your apartment for you and your visitor's

Occupant's and visitors can access Revolution through the following entry points and access to visitor car parks is via the driveway in Byrnes Road. Parking is only permitted in spaces clearly marked with a "V" for Visitor Park.



Lift Access

Each building has a lift and they approximately measure 1 meter wide, 2 meters long and 2 meters high therefore all large items will need to go via the stairs or fire stairs as applicable.

INSIDE YOUR APARTMENT

Telephone - Please contact your preferred Telecommunication provider to set up account in occupant's name

Internet - Same as Telephone- please note that some suppliers offer discounted "bundled" packages.

Electricity - Please contact your preferred supplier to arrange account to be set up in occupant's name. It is advisable to do this within 7 days of move in so as to ensure a continuous supply.

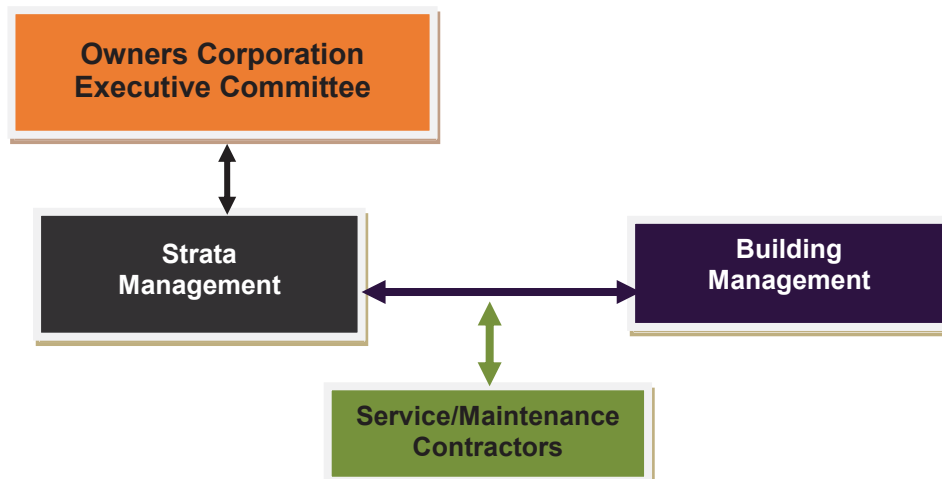
Gas - Please contact Sydney water to arrange account set up in name of occupant. - Sydney Water (Meter numbers located in lobbies of respective floors.

Fire Alarms - Each unit has both a hard wired smoke detector with back up battery that must be maintained via routine testing and inspections.

Renovations / Building Works and Fit-Outs

Any Renovations / Building Works or Fit-outs are subject to Owners Corporation approval and will require Architectural Plans and Drawings certified by a registered agent.

BUILDING MANAGEMENT STRUCTURE



Owners Corporation

The Strata Scheme has its own council, known as the Executive Committee, at the Annual General Meeting (AGM), each owner of a Strata Lot can participate in the functioning of the building by attending, participate in the election of or seek election to be a member of the Executive Committee of the Owners Corporation.

Strata Manager

Strata Republic is currently appointed as the Strata Manager for Revolution's strata plan for 1 year, at the Annual General Meeting, the Corporation will have the opportunity to review the appointment of current Strata Managers for another year

The Strata Manager's role is to assist the Owners Corporation to perform the administrative and financial functions, which include but are not limited to:

Preparing and distributing notices and minutes of meetings.

Attending meetings and providing advice.

Collecting and accounting for strata levies.

Keeping the books and records of the Building.

Expenditure control

Financial statements in accordance with legislative requirements.

Building Management

Vision Building Management Group has been appointed to manage all of the services/ facilities within Revolution. Among other things, the Building Manager will be responsible for the following matters in relation to the building:

Security Service

Control of Key and Access systems

Advising Executive Committee of issues concerning the building common property areas.

Supervision of contractors undertaking works on common property including cleaning and maintenance work.

Supervision of the observance of By-Laws and other House Rules as determined by the Building Management Committee or Individual Strata Plan in relation to the building operations and maintenance.

Management and disposal of garbage and recycling.

Co-ordination of owners and residents moving in and out of the building

Co-ordination of owners and residents deliveries that require exclusive use of a lift or the loading dock area.

MAINTANANCE REQUIREMENTS

General Apartment Maintenance

Each owner is responsible for the maintenance and upkeep of their residence. To maintain the value of the apartment it is recommended that the resident undertake regular cleaning.

Routine Common Area & Plant Maintenance

The Building Manager is responsible to ensure that all structural and common property services and equipment at Revolution are maintained according to the service schedule and to ensure they are operating to specifications. If you notice any area of Revolution being neglected or in need of attention, please bring this to the attention of the Building Manager.

Corrective Maintenance

Corrective maintenance / repairs may be required at Revolution common areas as a result of accidental damage or machinery breakdown. It is the responsibility of the Owners Corporation to address. If you become aware of any damage or deterioration of the building or any services, please advise the Building Manager, who will seek further instructions to arrange and rectify the problem. It is important to rectify any damage as soon as possible so as to alleviate any further damage. The damage may also be a symptom of another underlying issue. As Revolution contains various items of equipment which need replacing due to fair wear and tear, it is necessary to monitor the performance of plant / equipment.