

By-Law 11

Removals and transportation of goods

11.1. Goods Definition

In this By-Law:

Goods means objects which:

- a. Require two or more people to carry or transport, or
- b. Require special handling equipment, or
- c. Have external dimensions which prevent easy movement through doors and into lifts, or
- d. Have external features which could cause damage to Common Property, such as hard edges or corners or rough surfaces.

A minor goods movement means the movement of not more than three objects which are Goods. A large goods movement means the movement of more than three objects which are Goods.

11.2. Before Commencing Movement of Goods

Before you move any Goods through the Common Property:

- a. you must notify the Concierge or Building Manager in writing with details including date, time, contact details for you and your removalist at least one business day before you plan to move the Goods; and
- b. you must lodge a bond of \$2500 with the Building Manager for a large goods movement. Failure to lodge the bond will prevent the movement proceeding; and
- c. you must obtain approval in writing from the Concierge or the Building Manager; and
- d. an inspection of the Common Property areas, which will be affected by the large goods movement, must be carried out by the Building Manager or his delegate and you or your Removalist to identify and record any pre-existing damage; and
- e. lift covers must be in place. The Building Manager or his delegate will arrange this.

11.3. Limitations on Moving Goods

To minimise inconvenience to other Occupiers, movement of Goods may normally only take place between 9.00am and 5.00pm Monday to Friday. Movement of Goods outside these times may only take place with the prior written approval of the Building Manager.

11.4. Supervision of Goods Movement

The movement of Goods must be supervised throughout by a person who can communicate effectively in English. That person must ensure that Goods are loaded and unloaded in such a manner that:

- a. between loads the lift is available for use by the Owners and Occupiers of other apartments served by that lift; and
- b. the lift lobby is kept free of obstruction; and
- c. the fire stairs and stairs exit are kept free of obstruction; and

- d. the Ground Floor apartment doors are kept free of obstruction; and
- e. excess packing materials are disposed of correctly and the lift, Ground Floor lobby and the Apartment lobbies are cleaned on completion of the Goods movement; and f. completion of the movement is notified to the Concierge.

11.5. Damage to Common Property

Should the movement of your Goods results in damage to Common Property, you are liable for the total cost of any repairs required. Should the cost of repairs exceed the bond, the balance will be charged directly to you. Where payment of the balance is the responsibility of an Occupier and the Owners Corporation is unable, after taking reasonable recovery steps, to get the Occupier to pay, the Owner is liable to the Owners Corporation for the unpaid balance.