



**STRATA UNIT MANAGEMENT PTY LTD**

ADDRESS: SUITE 7/ 1059-1063 VICTORIA ROAD, WEST RYDE NSW 2114

TEL: 02 90963927; 02 90963928

EMAIL: INFO@STRATAUNITMANAGEMENT.COM.AU

**KEY REQUEST FORM**

I, (PRINT NAME) \_\_\_\_\_ OF

PROPERTY AGENT NAME \_\_\_\_\_ OR

THE OWNER OF LOT NO \_\_\_\_\_ OF STRATA PLAN NO \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

PROPERTY ADDRESS \_\_\_\_\_,

NO OF KEYS/FOBS \_\_\_\_\_ AND KEY/FOBS(S) ID \_\_\_\_\_

1. TO THE MAIN ENTRANCE (PLEASE ENCIRCLE THE TYPE OF KEY/FOBS)
2. TO THE GARAGE
3. TO THE MAIN ENTRANCE + GARAGE
4. THE MASTER KEY

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**FOR STRATA AGENT**

PAYMENT DATE \_\_\_\_\_

PICK UP DATE \_\_\_\_\_

QUANTITY CHARGE DATE \_\_\_\_\_

KEY WAS RETURNED ON DATE \_\_\_\_\_