



RADIANCE
DARLING HARBOUR

RADIANCE APARTMENTS

188 Day Street, Darling Harbour

STRATA PLAN 90171

P: 0421 395 536

E: management@radianceapartments.com.au

COMMON ROOM LEVEL 6 - CONDITIONS OF USE FORM

The use of the Common Room on level 6 is subject to the by-laws section 53 in SP90171 and the conditions detailed in this document.

Making a booking

- An owner or occupier of a lot wanting to use the Common Room on level 6 must first make a booking with Building Management at least 72 hours prior to the hire time via the amenities calendar at Building Link
- The area can only be used during the opening times currently **9.00am to 9.00pm** as outlined in the by-law section 53.
- Prior to collecting the access key, a common room level 6 - conditions of use form' must be completed and a \$500 cash security bond paid to the Building Manager.

Collecting the key

- Once your booking has been confirmed (conditions of use form completed & cash security bond paid) residents will need to collect the Common Room level 6 access key from the building management during office hours or with prior arrangement. If you do not collect your access key during this time you will not be able to use the area. Building Management will not attend site after hours to provide access.

On Commencement of booking

- Please take a look over the area to ensure it is clean and un-damaged. Unless you notify Building Management of any damage/untidiness, it will be assumed the area was taken in perfect condition and you will be expected to leave the area in such state.

On Completion of booking

- The area must be vacated by the designated time and cleaned thoroughly. If the area is cleaned insufficiently the security bond will be forfeited.
- Please ensure the common room is locked.
- If the function ends during Building Management office hours building management can be called to inspect the area. Outside these hours please lock the area and it will be inspected when building management is next on-site.
- Assuming there is no damage, and everything has been left in a clean & tidy state your cash security bond can be obtained from the Building Manager once the key is returned.
- Deposit must be refunded within one month of booking date.





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Additional Conditions

In addition to the items mentioned above, the booking and use of the Common Room will be subject to the following conditions:

- 1) The area is thoroughly cleaned after use. This includes the wipe down of all tops, benches and tables, vacuuming of the floor, removal of all rubbish into the garbage chutes.
- 2) No items are to be left in the Common Room or terrace.
- 3) Guests must be accompanied by an owner or occupier of a lot at all times and residents under the age of 15 must be accompanied by an adult.
- 4) The use of fireworks, flammable liquids, open flames in or around the Terrace area in any form is not permitted.
- 5) The Common Room area is not to be altered in any way including the alteration of fixtures and the hanging of items on electrical fittings (lights).
- 6) Residents & guests must exercise responsible serving or alcohol and drunk or inappropriate behaviour is not permitted and will constitute a breach of the hiring conditions.
- 7) Noise levels are to be kept to an acceptable level as per the by-laws.
- 8) The hirer assumes full liability for any injury or damage that may occur to guests while using the Common Room area and the hirer indemnifies the owner's corporation against such injury or damage.
- 9) The hirer must obey instructions from building management at all times.
- 10) The number of people in attendance is limited to a maximum of 0.
- 11) Prior approval is required if the hirer requires variation of any of these conditions.





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I agree to pay a \$500 cash security deposit prior to booking commencement and acknowledge that should any of the above conditions or by-laws of strata plans SP90171 be breached the full security deposit will be forfeited.

NAME:

CONTACT NUMBER:

UNIT NO:

IF TENANT, AGENT'S DETAILS:

DATE OF BOOKING:

START TIME:

FINISH TIME:

NUMBER OF GUESTS:

Signature:

TYPE OF FUNCTION:

Office use only:

Booking Diary Updated:

Security Bond Received:

Key Issued & Key Number:

Staff Member Initials:

Security Bond Refunded:

Deposit Refunded:

Staff Member Initials:

