

**RE: STRATA PLAN NO. 80140 – 1 Grandstand Parade ZETLAND**

**Application Form for Installation of Insect/Security Screen(s)**

**Notice to Owners Corporation**

Date:.....  
Name of Lot Owner:.....  
Lot No./Address of Property:.....

**Contact Details**

Daytime Phone:.....  
Mobile:.....  
Email Address:.....

1. Have you read and agree to comply with **by-law 26** for SP 80140 regarding "appearance of Lot"?  
YES NO (please circle)
2. Have you read and agree to comply with **Section 6 & 7** of the Architectural Code for SP 80140 regarding "Insect and Security Screens"?  
YES NO (please circle)
3. Have you read the **Insect and Security Screen Guidelines** for SP 80140 attached to this application and do you agree to carry out all works in accordance with these guidelines?  
YES NO (please circle)
4. Does your contractor have **current licensing and public liability insurances**?  
YES NO (please circle)

**5. Details of contractor installing unit:**

Name:.....  
Installer:.....  
Contact details of Installer:.....

**6. Signature of Applicant (s):**

.....

**7. Signature of Building Manager for Prominence** (acknowledging receipt of application bond):

.....

These details will be kept by the Owners Corporation of SP 80140. (If circumstances above change, please inform the Building Manager in writing.)

**WHEN COMPLETED PLEASE RETURN THIS FORM, FOR THE ATTENTION OF THE BUILDING MANAGER, TO THE ABOVE POSTAL OR EMAIL ADDRESS OR TO THE DIRECT FAX.**

# Flyscreen or Security Screen Guidelines

The following are a set of guidelines and procedures that are designed to help alleviate any potential problems or disputes between lot owners. A standing approval applies in respect of lot owners that are proposing to meet the "Standing Approval Specifications" listed below. As stated these are guidelines only and may, in some instances, require higher specifications than those listed.

## Standing Approval Specifications:

- All frame work for the flyscreen or security screens must be aluminium powder coated black frames with charcoal mesh and shall match the **window frame style and colour**.
- Flyscreen mesh shall be **black** in colour.
- **For fly/security screens** there is to be a maximum of one support or separator beam within the framework, which shall be in the centre of the frame and shall be a maximum width of 50mm.
- **For security screens** the screen has to be a **fine mesh only**.
- All flyscreen and security screen tracks and fixtures shall be installed on the **inside of the existing window frames**.

## Requirements:

- All works are to be carried out by a **licensed** contractor.
- Works are to be carried out between the hours of **7:30am to 5:30pm Monday to Friday**. You must not carry out works on weekends or NSW Public Holidays.
- Appointments are to be made 48 hours in advance for deliveries over the size of 1 cubic metre.
- All fire and sound proofing shall be maintained to that of the original design or of a higher standard.
- All excess materials and rubbish are to be taken away from site for disposal.
- Common areas are to keep **clear of rubbish or tools at all times**.
- Common areas are to be left to a standard of cleanliness that the Building Manager deems to be suitable.
- The apartment owner shall agree to pay any **damage common property** caused by the installer.
- The apartment owner shall agree to pay for any **rectification work needed** to maintain the buildings integrity, architectural code and acoustic standards should the installer been found to have compromised any of those mentioned.
- The apartment owner shall **maintain** the flyscreen or security screens in accordance with the manufacturer's requirements.
- **By commencing work the apartment owner agrees to all the requirements, guidelines and procedures.**

## Procedures:

- A **cheque of \$500.00 bond** shall be given to the Building Management Office by the apartment owner. The bond shall be returned to the apartment owner once the Building Manager is satisfied that the installation is satisfactorily installed to meet the above requirements and guidelines.
- Cleaning charges may be taken out of the bond, without notice should cleaning need to be carried out by one of the Buildings specified cleaners.
- The contractor shall provide copies of **current licensing and public liability insurances** to the Building Management Office prior to work commencing.
- The apartment owner or contractor shall supply **the manufacturer's design specifications at least 7 days before the installation commences**.
- The Building Management Office shall be informed in writing **at least 7 days** before the installation commences. A **diagram** of where the screen/s are to be installed shall be provided.
- The Building Management Office shall be informed **at least 48 hours** prior to any delivery being accepted.
- All deliveries are to be taken either directly through the car park.

- The Building Manager may request to inspect the installation at various stages to ensure that the installation meets all requirements. It is the owner's responsibility to ensure that the Building Manager inspects the completion of all necessary stages.

The Building Manager shall carry out **a final inspection** of the installation and common property. Should the inspection meet the requirements and guidelines listed, the deposit shall be returned. If the inspection does not meet the agreed requirements then any charge for cleaning or damage to common property will be subtracted from the bond provided. ***Should the amount be greater than the \$500.00 the owner will be liable to pay the difference.***