

**SECURITY SWIPE / FOBS / GARAGE DOOR REMOTE  
ORDER FORM**

**HERO APARTMENTS – 118 RUSSELL STREET MELBOURNE - PS 428294T**

**STEP 1 – Fill in your details**

Name.....Apartment No.....

Phone Number: (BH) ..... Mobile Number .....

Are you a TENANT? Yes.....No.....

**Note: If you are a TENANT you will need to attach a copy of your signed lease agreement to the order form and approval from your landlord or property manager.**

SIGNATURE .....

DATED .....

**STEP 2 – What do require?**

Please supply ..... swipes @ \$65 (inc GST) each = \$.....

Please supply ..... fobs @ \$80 (inc GST) each = \$.....

Please supply .....remotes @ \$110 (inc GST) plus postage = \$.....

**STEP 4 – Make your cheque payable to PS 428294T**

**STEP 5 – Post this order form with a cheque to the following address:**

Hero Apartments – PS 428294T  
PO Box 23040  
Docklands Vic 8012

**STEP 6 – Once your payment has been received, the Resident Manager will program your security swipe(s) / fobs and advise you when they are ready for collection. The swipes will be posted to you if you do not reside at the property.**

**STEP 7 – Should you have any queries, please contact:**

Daniel Hanily on 0417 124 519 or Rick Deering on 8641 6501

**ADDITIONAL APARTMENT KEY – ORDER FORM – SYSTEM 0327**

**HERO APARTMENTS – 118 RUSSELL STREET, MELBOURNE – PS 428294T**

**STEP 1 – Fill in your details (Please use black pen)**

Name..... Apartment No:.....

Delivery Address for Keys: .....

.....Postcode: .....

Phone Number: (BH) ..... Mobile No: .....

Are you a Tenant? Yes ..... No.....

**NOTE: If you are a TENANT you will need to attach a copy of your signed lease agreement to the order form and approval from your landlord or property manager.**

SIGNATURE: ..... DATED: .....

**STEP 2 – How many additional apartment keys do you require?**

\$18.50 each (inc. GST) plus \$9.50 postage

**Key Code: U-..... Quantity Required: .....**

**Note: Door Key Code or Door Cylinder Number must be provided.**

**STEP 3 – Preferred payment method**

**CREDIT CARD**

**(Please Note: Diners Club and American Express are not accepted)**

Name on Card: .....

Type: .....

Number: .....Expiry Date: ...../.....

**STEP 4 – Fax this order form to SSKB – 03 9642 3411 - who will authorise the purchase and forward the order on to Detail Door Hardware.**

**STEP 5 – Detail Door Hardware will supply and deliver your key(s) to you.**

**KEY ORDER CONFIRMATION**

To: Detail Door Hardware  
geoffc@ddhardware.com.au

Phone: 9731 0533

Fax: 9731 0544

71 Synnot Street

Werribee Vic 3030

Contact: Geoff

**Please supply key/s as per the attached order.**

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**Rick Deering**  
**Owners Corporation Manager**  
**Hero Building**  
**PS 428294T**

**Daniel Hanily**  
**Hero Apartments**  
**Building Manager**