

OVER BONNET/CAR PARK STORAGE APPLICATION

Please complete this form and return it to our office by emailing manager@stratasphere.com.au.

When completing this form, please be mindful of the following:



The outcome of this application is subject to the body corporate by-laws and solely at the discretion of the committee. Owners are strongly encouraged to review the by-laws prior to completion of this application. The Community Management Statement (CMS) is available on the owner's portal. *Please refer to the last page of this document if you require assistance with accessing the owner's portal.*



All applications and supporting documents (quotations, scopes of works, product specifications, etc) must be consolidated into **ONE PDF** document, ensuring all relevant fields are filled in and submitted to our office.

All fields marked with * are mandatory. Failure to complete all required fields will result in your application being unable to be processed.

INCOMPLETE APPLICATIONS WILL NOT BE ACTIONED.



Applications are assessed within a 6-week period from date of receipt of all relevant information to enable an informed decision by the committee. A committee can advise a further 6-week period for a decision, if that becomes necessary. The length of time taken to make a decision is entirely dependent on your committee.



Alternatively, owners may use the Strata Sphere Management App to submit applications. The App is user friendly and allows applicants to easily submit their requests and view the status of their applications. *Please refer to the last page of this document if you require assistance downloading the Strata Sphere Management app.*

* Building Name	
* Street Address	
* Suburb, State & Postcode	
* Lot Number & Unit Number	
* Car Parking Space Number(s)	
* Your Name(s)	
* Email Address	
* Phone Number	
* Status of Ownership	☐ Current Owner ☐ Purchaser

Colour of storage unit	
Make of storage unit	
Model of storage unit	
Dimensions of storage unit	
Make & model of vehicle to be parked under the proposed storage	
* Do the works/installations affect <u>common property</u>?	☐ Yes ☐ No
Will any fixed building services be affected? (sprinklers, ventilation, lighting, fire systems)	☐ Yes ☐ No If yes, please specify:
Date for proposed works to commence	
Check all attached and completed documentation *(all documents required)*	☐ Completed & signed application & terms & conditions ☐ Photograph of the car parking space clearly showing the space number, and any external air vents, ducted ventilation, sprinkler systems, or other services located within or near the boundaries of the car space. ☐ Photograph(s) of the vehicle(s) to be parked under the proposed storage unit, clearly within the boundaries of the allocated car parking space. ☐ Product specification sheet for the storage unit, including manufacturer details, dimensions, and installation method. ☐ Installation diagram or plan clearly showing the proposed placement of the storage unit, including all relevant dimensions and clearances

TERMS AND CONDITIONS	SIGN ACKNOWLEDGEMENT
1. The applicant acknowledges that the installation must be carried out strictly in accordance with the plans, drawings, and specifications submitted with this application, without variation, except as otherwise approved by the Body Corporate Committee.	
2. The applicant acknowledges that the installation must be carried out in a safe and competent manner in accordance with the manufacturer's installation instructions and all applicable building and safety requirements.	
3. The applicant acknowledges that the installation must not compromise the structural integrity or condition of the common property.	
4. The applicant acknowledges that the storage unit must not compromise, obstruct, or interfere with the function, access, or effectiveness of any building services, including but not limited to external air vents, ducted ventilation, sprinkler systems, fire safety systems, or any other services, infrastructure, or emergency access requirements located within or near the car parking space. The applicant further acknowledges that the installation must comply with all applicable fire safety regulations and building code requirements.	
5. The applicant acknowledges that all costs associated with the installation, maintenance, repair, and/or removal of the storage unit remain the sole responsibility of the lot owner.	
6. The applicant acknowledges that the storage unit must be maintained in a safe, secure, and serviceable condition to the satisfaction of the Body Corporate Committee.	
7. The applicant acknowledges that they are responsible for obtaining and maintaining any additional insurance required in relation to the storage unit, at their own cost.	
8. The applicant acknowledges that all installation works must comply with applicable local government regulations and any relevant building or safety requirements.	
9. The applicant acknowledges that any vehicle parked within the allocated car space must remain wholly within the boundaries of the designated parking space at all times, including when the storage unit is installed.	
10. The applicant acknowledges that any damage caused to common property by contractors, delivery personnel, or the installation process must be repaired and/or cleaned at the owner's expense.	
11. The applicant acknowledges that any damage caused to common property by contractors, delivery personnel, or the installation process must be repaired and/or cleaned at the owner's expense.	
12. The applicant acknowledges that the unit number must be clearly displayed on the front of the storage unit in a consistent colour, style, and format to other approved over-bonnet storage units within the scheme.	
13. The applicant acknowledges that this approval is personal to the current lot owner and will automatically lapse upon sale or transfer of the lot.	

14. The applicant acknowledges that if any condition of approval is breached, the Body Corporate Committee reserves the right to require removal of the storage unit and reinstatement of the area at the owner's expense.	
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Declaration and Acknowledgement

I/We acknowledge that the information provided in this application is true and correct to the best of my/our knowledge. I/We further acknowledge that I/we have read and understood all terms and conditions of this application and agree to comply with all applicable Body Corporate by-laws, statutory requirements, and conditions of approval relating to the proposed installation.

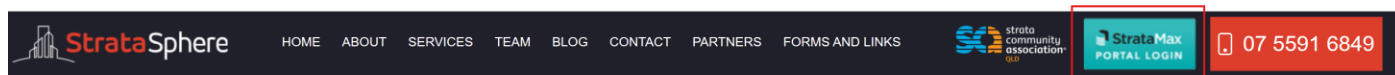
** Please be respectfully informed that no installation may commence until formal written approval has been granted by the Body Corporate.*

Signature

Date

OWNERS PORTAL

Owners can access the portal by visiting www.stratasphere.com.au and clicking the blue “StrataMax Portal” button.



You will then be redirected to the StrataMax website to log in. If you have not previously created an account, simply follow the on-screen prompts to register your details and set up access.

The owner's portal contains a range of useful records and information, including applications, bylaws, other relevant scheme documents.

STRATA SPHERE MANAGEMENT APP

Go to your app store and type in Strata Sphere Management where you will see the below logo and simply download.

 Please use the same email address you have registered with your strata max portal account and registered on your roll with our office.

