**New Resident Moving in and Induction procedures**

**Little Red trucks:**  **Book a stress-free move in with our certified removalist, who know the building.**

**Step 1:**

**Text +61 411 193 438 to make an induction appointment before you submit form.**

* Before you move in do your onsite induction of rules and tour of building services.
* Before you move in register your tenant fobs and remotes before you access the building.
* Before you move in read simplified House Rules before induction and ask any questions. <https://150peel.com.au/wordpress_f/wp-content/uploads/2024/01/150peel-House-Rules-2024-V2.pdf>

**Step 2:**

**Strictly no moves are not permitted on Saturdays, Sundays or public holidays.**

Go online and submit form in advance as it may take up **to 3-5 days to arrange staff onsite:**

Take note of the permitted times for Peel St (Any time any day for little Cobden residents).

* Moves are only permitted Monday to Friday 10:00 am to 1:00 pm only.
* No Loading Peel Street clear zone times (7am to 10am and 3pm to 6pm)
* Attach a copy of the removalist’s Public Liability Insurance (Not required for Little Red Trucks)

**Step 3:**

**Day of your Move:**

* Contact building support 20 mins prior to your arrival with your truck removalist.
* Sign and pick up door stoppers and lift keys with instructions for exclusive use from BM office.
* Take photos of path of travel of any existing damage in common areas prior to your start.
* Provide a signed Indemnity Form for furniture movement only on day before you move in.

Hard rubbish or excessive cardboard dumping are not permitted in the bin room to avoid disruption to residents. Please make advance arrangements with building support for a dedicated bin.

Gas is free, contact building support if you have any questions on service providers.

**Lift Dimensions: Door**

 2100mmm height x 900mm width **Interior** = 2380mm height x 1400mm width x 2000mm depth

Please be advised as we only have one lift in the building exclusive lift use is for limited time only.

Contact Building support for Assistance