

Marble Arch Conduct Rules Appendix 1 – New **Owner/occupant** (Delete **whichever** is not applicable) form.

The information on this form is for the Security and Administrative use of Marble Arch Trustees and must not be provided to any other party or used for Marketing purposes (see POPIA Act).

UNIT No. (the door No., NOT the section No.) DATE OF CHANGE/MOVE:

PRINCIPAL NEW OWNER/OCCUPANT DETAILS: TITLE _____ (MR/ MRS/ MS etc) Bio* _____

SURNAME: FIRST NAME:

ID NUMBER: EMAIL:

CELL NO.: ALTERNATIVE NO.:

ADDRESS OF OWNER IF NOT LIVING IN THE UNIT:

Details of ALL other occupants (maximum 3 persons as per conduct rules):

	First name + Surname	ID Number	Cell Number	Bio*
1				
2				
3				

[Pet details must be provided on the form in Conduct Rules Appendix 7. Pet entry to Marble Arch only with Trustee permission]

Vehicle/s details:

Make: Colour: Registration No.

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- I, the new principal owner/occupant, understand and accept the conduct rules of Marble Arch.
- I will provide biometric information of all occupants when required for Security purposes.
- I will inform the managing agent of any changes to the above information prior to it taking effect.

Signature of new principal owner/occupant: Date:

Attach copies of identity documents of principal owner/occupant

In the case of a CC, attach copies of CK2 and identity documents and contact details of ALL members of the CC.

In the case of a Trust, attach copies of identity documents of ALL Trustees

THIS FORM MUST BE E-MAILED TO THE MANAGING AGENT, CRM rachel@cr-m.co.za AT LEAST 72 HOURS PRIOR TO MOVING IN OR OUT OF THE COMPLEX TO ENSURE ACCESS IS NOT DENIED. NO MOVING BETWEEN 5PM AND 8AM FOR SECURITY REASONS.

NB Maximum Allowable Vehicle Weight: 4 tons fully loaded

Height Restriction: 3 metres

For official use only:

Details received by Managing agent: Name

Signed:

Date:

Key tag numbers:

*Owner/Occupant initial when biometrics entered on system.