



**VICTORIA
BODY CORPORATE
SERVICES PTY LTD**
your strata care company

**Victoria Body Corporate
Services Pty Ltd**
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SECURITY KEY/SWIPE/FOB/REMOTE ORDER FORM

STRATA BUILDING:

DATE: PLAN NO: LOT / UNIT:

ADDRESS:

REQUESTER: OWNER AGENT

NAME: AGENCY:

EMAIL: PHONE:

KEY ORDER:

QUANTITY ENGRAVED CODE (RESTRICTION):

LOCKSMITH ON KEY: KEY OPENS:

OTHER ORDER:

ACCESS FOB (Qty)

REMOTE (Qty)

SWIPE CARD (Qty)

COLLECTION DETAILS – NO ADDITIONAL COST:

REGISTERED POST

ATTENTION: AGENCY:

STREET: P/C:

COLLECT VBCS

I/We acknowledge that a VBCS processing fee of \$72.00 in addition to the supplier invoiced items **WILL BE CHARGED TO THE OWNER’S ACCOUNT DIRECTLY** upon signing of this order.

REQUESTER AUTHORISED :

Please email the completed form to keys@vbcs.com.au