

Key/Swipe/Remote Request Form

Name: _____

Are you the: Owner / Real Estate Agent/Tenant (Please circle)

If you are an Agent, please supply Agency Name:

If you are an Owner/Tenant, please supply
Managing Agent Name & Contact number:

Lot No.: _____ Apt No.: _____

Property Address: _____

Apt Key Garage Remote Entry Swipe or Fob Car Stacker Key / Fob

(Please place quantity in box)

Key code (If known): _____

Additional works required: _____

Nominated delivery address: *(A different address to your property is preferred):*

*Please note our office will post the key via registered post

I agree to pay for the cost of the key/remote and all other associated costs necessary to have the key or remote ordered and posted to my nominated address.

Signed: _____

Name: _____

Date: _____

Office Use

Date Received: _____ Date Invoiced: _____ Inv# _____ Date Paid: _____

Owner/Agent Verified: Yes staff initial: _____

Ordered – Keys: _____ Swipes: _____ G/Remote: _____

Date Sent: _____ Tracking#: _____

PLEASE EMAIL THE COMPLETED INFO TO: admin@ausbodycorp.com.au