

WEEPING WILLOW ACCESS CONTROL APPLICATION FORM

FOR NON-RESIDENT OWNERS

(This form must be sent via e-mail to MidCity (access@weepingwillow.co.za))

Name and Surname			
Unit Number		Date of application	
Contact Number		E-mail	

I wish to use the following to have access to my unit:

Tag Note: Tags expire after 30 days non-use.		Cell phone Number Note: Cell phones can be used to create pre-cleared code for entry.	
YES	NO	YES	NO
Vehicle registration number:		Cell phone number:	

Terms

1. Applications may be denied or access may be revoked if any information provided was found to be inaccurate or not up to date.
2. Provide complete and readable information. Filled in application form can be handed in at security (in a sealed envelope), or emailed to MidCity.
3. Tags for reprogramming, servicing or reactivation must be handed in at security (inside sealed envelope).
4. Tags to be collected from security booth.
5. Issuing of Security tag costs R50 (subject to change) per tag + R20 administration fee.
6. All other requests are charged at R20 (update of cell phone numbers, reprogramming of existing tags, etc).
7. Cost will be debited to the owner's MidCity Levy account.
8. Please allow three working days for the processing of application.
9. For security purposes a Tag will expire (be disabled) if inactive (not used) for a period longer than 30 days.
10. Information provided here will be treated as confidential, but may be shared with entities like the Managing Agent, Caretaker and security in order to execute their duties.

Declaration

I, the applicant, hereby declare that I am familiar with the latest version of the Weeping Willow house Rules. I further declare that all the information contained in this application is correct on the date of application and that I will, in writing, inform the Weeping Willow Body Corporate via MidCity of any changes in the information provided on this form within three working days of the change occurring.

Signature of applicant

Date