

Dear Resident,

PLEASE SIGN AND HAND THIS DISCLAIMER TO THE CONCIERGE ON SITE.

Thank you

PARCEL AND KEY HOLDING DISCLAIMER

Date:

Re: Flat/Building.....

Name:.....

Owner ☐ Tenant ☐ (Please tick)

I have requested your concierge employed at this development to receive on my behalf, any letters, parcels or other small packages addressed to me at the property ("the Package"). I accept that the concierge will not take delivery of large items such as televisions, washing machines and fridges etc. or perishable food deliveries.

I acknowledge that in making this request:

1. The Management Company shall not be held liable to me or any other party in contract, negligence, breach of statutory duty or otherwise for loss, damage, expenses of any nature whatsoever incurred or suffered as a result of receiving or holding the package whether of an indirect or consequential nature; and
2. If I do not collect the Package within 21 days of receipt, I acknowledge that it will be automatically returned to sender or disposed of; and
3. I understand if there is insufficient storage space at the development and the Package cannot be stored on receipt you will refuse to accept the delivery.
4. I understand that The Management Company do not maintain any secure storage for the Package.
5. I understand that any suspicious package may not be accepted

I have requested your concierge employed at this development to hold any keys which I may hand in from time to time ("the Keys") and ask the concierge to hand those Keys to any suppliers, tradesmen, nominated agent or guests I have previously identified in writing to the concierge.

I acknowledge that in making this request:

1. The Management Company will not be liable to me or to any other party in contract, negligence, breach of statutory duty or otherwise for loss, damage, expenses of any nature whatsoever incurred or suffered as a result of receiving or holding the keys whether of an indirect or consequential nature; and
2. Any supplier/tradesmen who have not been previously advised to the concierge by me will be turned away; and
3. That The Management Company will require their concierge to insist that suppliers / tradesmen etc provide some adequate form of identification and if this is not provided, or there is any doubt, those suppliers / tradesmen will not be given access to the Keys;

Signed.....

Name (printed)

Contact