

Endeavour Apartments Body Corporate 85861

Owner/Resident Information

Welcome to Endeavour Apartments. We trust you will enjoy your time living here. Endeavour Apartments are an even split of owner occupiers and tenanted apartments. We appreciate your help in keeping the building running smoothly as a calm and enjoyable place to live.

Do remember that you have neighbours beside, above and/ or below you so be careful with noise, running around in your apartment and talking/ walking loudly in the common areas (lift and stairs in particular).

This document will answer some of your questions about Endeavour. Further information can be found on the following website: <https://aplproperty.co.nz/endeavour-apartments>

The “Guidelines for Apartment Living” set of documents are located under the ‘Owners’, ‘Landlord/PM ’ and ‘Tenants’ tabs on the website. Please ensure that yourself, tenants and property managers are aware of this site.

Items covered herein are:

1. Smoke/heat detectors and fire alarms
2. Access into the building
3. Mail
4. Lift
5. Rubbish
6. CCTV
7. Connecting to fiber /phone
8. Power meters
9. View from the street
10. Carparks
11. Pets

1. SMOKE/HEAT DETECTORS AND FIRE ALARM

There are two types of detectors throughout the property: heat and smoke. Heat sensors are mostly located in the bathrooms and kitchens and will only activate with extreme heat. Smoke detectors are in the bedrooms and hallways – they go off when there’s smoke. Therefore, if you burn your toast, or are cooking up a smoky stir fry, keep bedroom and main hallway doors closed!

Smoke detectors save lives! But false alarms are both annoying and expensive so please take special care not to set these off accidentally.

After an alarm, an independent contractor will attend to the property and check, fix, replace, and deactivate the detector as required (they will need access if you are home, or they will gain access if you are not, as we have to reactivate the system as soon as possible). Please note that we have to pay a fee to reset all the alarms and system after activation. If you cause this, we will have to pass this cost on to you (ranges from \$500-\$1000 depending on time of callout).

2. ACCESS INTO THE BUILDING

Door code

You’ll receive a door code into the building which is the same at the front and back door, with the exception that the front door is in the format “1234x” and the door to the garage “1234E”.

Garage Doors

Please do not attempt to hold the doors open or block the doors and only use the remote that comes with the apartment.

There are CCTV cameras on the roller doors. Any damage to the doors will be charged back to the apartment if the person damaging the door is identifiable. Therefore, please contact your property manager or email endeavour.BCS@aplproperty.co.nz as soon as possible if you have caused an issue with the door.

3. MAIL

If incorrectly addressed mail is received, please arrange for return to sender. If it's a parcel and you suspect it's for someone else in the building, leave it on top of the letterboxes, clearly visible. If the parcel hasn't been collected within a week, please also return it to the sender yourself as there is no concierge who will tidy up the mail area.

The mail people and Couriers have their own code to enter the building, therefore please **do not** put the door code on packages being delivered to prevent unauthorised access.

4. LIFT

Lift doors

Jamming the lift doors open for an extended period of time (for example when moving) can cause the lift unit to malfunction and require a technician to reset the doors. Therefore, please do not hold the lift doors open. If you know you will be needing to hold the doors open for an extended period of time, please arrange to collect the lift key. This key allows the doors to be locked open and is available by emailing APL Property on endeavour.BCS@aplproperty.co.nz 24 hours prior to when you need the key.

Protecting the lift walls

Please take care not to damage or scratch the lift walls. If you are moving, please arrange to collect and use the wall protection from APL Property on the above email address.

The lift is visible with CCTV cameras. If the lift is damaged and there is evidence of someone moving without the wall protection the cost of repair could be passed on.

5. RUBBISH

General rubbish

General rubbish goes into the skip bins which are collected on Monday, Friday and Sunday. The bins are only for general rubbish and not for any larger household items such as furniture.

If your rubbish doesn't fit in the bins do not leave it on the floor or outside the bins- take it back to your apartment and then try again after the bins have been emptied.

Recycling goes into the various bins provided- please recycle correctly, items in the incorrect bin will force the entire bin to be treated as general rubbish and after multiple infringements the collecting companies will refuse to uplift.

We currently have a large bin for cardboard and paper; two smaller bins for clean glass, tin and plastic (make sure it's the recyclable type); and a large bin for general rubbish.

Litter around the property

Please be tidy, especially in the common areas. The building has a limited cleaning schedule so most of the tidying is done by the occupiers of the building.

6. CCTV

CCTV is installed around the building, at the entrances/exits, by the lift and at other strategic points throughout the building. These were installed after a small number of thefts took place. Since they were installed the number of thefts has reduced dramatically.

7. CONNECTING TO FIBRE / PHONE

Access for fibre / phone installs is provided directly to the Chorus technician from APL. Contact APL at maintenance@aplproperty.co.nz or call on 04 470 7612.

8. POWER METERS

Power meters are located on each floor in the switchboards in the stairwell.

9. VIEW FROM THE STREET

No laundry is to be hung on decks or in windows where it is visible from the street. The backing of all curtains needs to be white or cream when viewed from the street.

10. CAR PARKS

Where tenants or owners have use of a car park, these must be used only for vehicles and are not to be used for general storage.

11. PETS

Tenants are not permitted to keep pets unless they are service animals and prior approval granted by the Body Corporate Committee.

Thanks, and we look forward to you joining us.

Endeavour Apartments Body Corporate Committee

APL Property

endeavour.BCS@aplproperty.co.nz