

## End Of Trip Facility – One William Street, Perth

The End of Trip Facility (EOTF) is available for use solely by the Tenants of One William Street.

Those Tenants who wish to use the EOTF are required to read and sign this document. As an Authorised User, the individual then has access to the EOTF and all its amenities. These are provided free of charge to Authorised Users.

Authorised Users not abiding by the Terms and Conditions of Use may have their access privileges revoked at the sole discretion of Building Management personnel.

The EOTF offers storage for 113 bicycles and contains 222 lockers. It also provides male and female shower and bathroom facilities.

The Landlord reserves the right to close this Facility at any time without notice.

## End of Trip Facilities – Terms and Conditions of Use

- Access hours are 24/7 via access card.
- Once your use of the EOTF has been approved by Building Management, your current building access card will allow access to the EOTF.
- Access to the EOTF is restricted to Authorised Users only. An Authorised User is an employee of a tenant or occupant of One William Street, Perth.
- All Authorised Users of the EOTF enter and use the facility at their own risk and agree to release the owner of One William Street and its contractors, employees and agents from all liability in respect of One William Street:
  - Loss or damage to any property of the Authorised User or any other person; and
  - Injury to or death of any person.
- All Authorised Users must vacate the EOTF immediately on activation of the fire alarm.
- All Authorised Users must comply with all reasonable directions provided by Building Management.
- Building Management takes no responsibility for loss or theft of any personal items from the EOTF.
- To become an Authorised User, please contact Building Management.
- Lockers are accessible 24/7 at nil cost. All lockers will be emptied and cleaned at times notified by Building Management.
- Bike Racks
  - The bike racks are accessible 24/7. There is no specific allocation and operates on a 'first come, first served' basis.
- Showers

- There is 1 universal, 7 male and 5 female showers with 24/7 access. A luxury towels service and complimentary shower gel are provided as part of the service.
- Access to the EOTF is achieved by placing your card on the door's electronic strike plate and the electric sliding door will open. A push-button provided inside the EOTF open the electric gate for purposes of exiting the facility.
- The Tenant must park bicycles only in the EOTF using the bike racks provided.
- All personal effects are to be stowed in a locker only. The exceptions are (1) that footwear may be stored below the locker in the space provided and (2) any items of clothing requiring to be dried should be placed in the Airing Rooms and, once dry, removed as soon as possible. Any items left out will be collected, placed in a lost clothing box and disposed of after a period of thirty (30) days and disposed of thereafter, if not collected.
- Any items left in the Airing Rooms after 8.30 pm on a Friday evening will be removed and stored for a period of thirty (30) days and disposed of thereafter, if not collected.
- Bicycles are not to be taken into the passenger lifts. Bicycle access to and from the EOTF is to be via the main car park entrance and ramp along the marked path. Cyclists must adhere to the road rules and speed limited within the car park.
- The bicycle racks are intended for the daily storage of bicycles only. Building Management reserves the right to dispose of any bicycle and/or bicycle lock that is deemed to have been abandoned in the facility. As such, bicycles/bicycle locks that have not been used or moved for a period of one (1) month will be considered abandoned. Bicycles and bicycle locks deemed to be abandoned will be forcibly removed and disposed of.
- Bicycle locks are not to be left attached to the bike racks within the EOTF when not in use to secure a bicycle.
- Building Management reserves the right to amend these **Terms and Conditions of Use** without notice and at its absolute discretion.
- Please adhere to general road traffic rules when travelling through the car park and do not act in a manner which is detrimental to your own or any other person's health, safety or wellbeing. People travelling through the car park do so at their own risk.
- Upon returning a signed copy of the terms and conditions, the Tenant will be shown the location of the EOTF and how to use the access control panel.
- Luxury Towels service is provided at no cost. Please place used towels in the drop-bins provided.
- All Cycle shoes must be removed before exiting the EOTF.
- Authorised Users must ensure safe use of the iron, hair-dryer and straighteners. When finished with these items they should be switched off and put back in position.
- Authorised Users are requested to report any problems to Building Management.

I, ....., am an employee of ..... on level..... at One William Street Perth confirm I have read the terms and conditions stated herein and agree to comply accordingly.

Female Locker

Male Locker

Signature: .....

Date: .....

Email address: .....

Phone Number: .....

Cardax No # .....

*Building Management Use Only*

Added to Website

Added to Cardax

Programmed by: \_\_\_\_\_

Sign: \_\_\_\_\_

Date: \_\_\_\_\_

Checked by: \_\_\_\_\_

Sign: \_\_\_\_\_

Date: \_\_\_\_\_