



4. Keying & Operation Manual

Intercom, Access & Security System

- The main entrance of ILK South Yarra is from Garden Walk at Toorak Road.
- The resident will be required to hold their access tag in front of the tag reader to open the main lobby doors. Resident can operate the lift upon presentation of access tag in front of the tag reader located inside the lift car.
- The access tag is programmed for the resident access to their respective floor in the lift.
- For access to respective floor in the stairwell, please refer to "Apartment Keys & Entrances".
- Please refer to Section 10 – Operating Instructions for Access Control System of this manual for further for information of how the intercom and access control functions for ILK South Yarra.
- Please contact Owners Corporation for additional access tags.
- Any queries with the intercom and security system please contact Hickory Group.

Carpark Entrances

- Main car park entrance is located at Almeida Crescent.
- The vehicle entry/access to car park is access controlled. Residents can gain access through the carpark door via hand held carpark remote transmitter. Ensure that the button 1 ENTRY and button 2 EXIT is pressed for at least 2 seconds to open the carpark door. Make sure that the carpark door has fully opened before proceeding. The carpark door will close automatically once the vehicle has passed the safety induction loop and photo-electric beam.
- Once you have entered the carpark via the garage door, proceed to the area in which you intend to get to by either the staircase or lift.
- Should the vehicle or other obstruction be detected by the safety induction loop or photo electric beam, the door shall remain raised until the obstruction is clear. Upon the loop or beam being free from obstruction the door will close.



Apartment Keys & Entrances

- Apartment entry door key with white tag and carpark remote are in the compartment of this folder.
- Tenant letterboxes are opened with key red tag.

Services Keys – Authorities Only

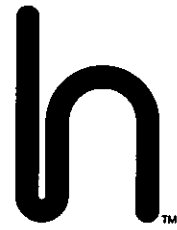
- Services authorities, for example Citipower and Lift Services will be able to access the building via the main entrance of the building and only have restricted access to services cupboards and switch rooms.

Owners Corporation Keys & Common Areas

- Owners Corporation has restricted access to common areas only.
- Common area lighting is sensor activated.
- Lighting in stairwells is sensor activated.

Garbage chute

- Garbage chute and recycling room are located in Recycling Room near lift lobby corridor on each apartment level.
- Residents would typically dispose of waste via hopper doors.
- Open the hopper door and hold whilst placing the rubbish bag in the hopper. Gently close the door (this will allow the rubbish bag to fall down the chute).
- **DO NOT** force the chute door shut – each door is fitted with a cylinder device which allows the door to automatically shut in a gentle motion.
- All waste needs to be tied in plastic bags. Dimensions must not exceed a cube with 350mm sides. Weight must not exceed 3 kg.
- **DO NOT** dispose bottles, glass, cartons or fluids via the chute.
- Disposal of large objects may cause damage or blockage to the chute.



- **Caution:** Falling object maybe in chute. **DO NOT** place your hands or arms into the chute (beyond the door frame).

Above Bonnet Storage Boxes (where purchased as an option)

- Above bonnet storage box located in resident carpark space.
- Key (with green tag) for storage box is in the compartment of this folder.

Bike Racks

- Residential bike racks are provided and are located at basement 1, 3 and Ground Floor.
- Bikes are not to be transported in lifts at any time.