



For Office Use Only
Reference No.
Order Date
Pick-Up Date

Fobs/Remotes/Keys Ordering Form

PLEASE COMPLETE THE INFORMATION BELOW

Strata Plan Number (BCS/LMS/NW/NWS/EPS)	Unit Number	Tower (if applicable)
Requester's Name		Contact Number
Total number of functioning remote transmitter(s) (ie. device with buttons) on hand	pcs.	ID Code #
Total number of functioning fob(s) (ie. device without buttons) on hand	pcs.	ID Code #
Total number of main entrance key(s) on hand	pcs.	ID Code # (if applicable)

IMPORTANT INFORMATION

- Payment can be made by **cash/cheque** at the time of pick-up. **Fob(s)/Remote(s)/Key(s) will only be released when full payment has been received.**
- Price subjected to change without further notice.
- Please present a piece of **Photo ID** when picking up the Fob(s)/Remote(s)/Key(s) from our office.
- Orders are automatically canceled if not picked up within 45 days.
- If your remote and/or fob is lost, please contact us to deactivate it for the safety of the building.
- Remotes/fobs may take up to a week to program

ORDER FOR FOBS / REMOTES / KEYS

Please Indicate	Quantity Required	(For Office Use Only)	
		ID Code #	Price(s)
<input type="checkbox"/> Remote(s)			\$
<input type="checkbox"/> Fob(s)			\$
<input type="checkbox"/> Key(s) for access to the following area(s) _____			\$
Reason for order: _____			
		TOTAL:	\$
Signature _____		Payment: <input type="checkbox"/> Cash <input type="checkbox"/> Cheque # _____	
		Pay to: <input type="checkbox"/> Strata <input type="checkbox"/> TML <input type="checkbox"/> Others	
		Programmed: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

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INITIAL