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## WESTWOOD ESTATE: ACCESS CARD APPLICATION

1. ATTACH COPIES OF ID DOCUMENTS AND PLACE IN THE COLLECTION BOX AT SECURITY (EXIT BOOM SIDE)
2. KINDLY EMAIL COMPLETED FORM TO THE ESTATE MANAGER: [westwood.uth@gmail.com](mailto:westwood.uth@gmail.com) (PLEASE DO NOT HAND APPLICATION TO SECURITY)
3. IF YOU ARE A TENANT ATTACH A COPY OF YOUR SIGNED WESTWOOD ESTATE LEASE AND UNDERTAKING BY OCCUPANT AVAILABLE AT <http://www.westwoodestate.co.za/documents.php> OR THE ESTATE MANAGER.
4. IF YOU ARE A DOMESTIC WORKER, PLEASE SUPPLY A LETTER FROM YOUR EMPLOYER STATING THEIR APPROVAL FOR THIS CARD & THE DAYS THAT YOU WILL BE WORKING IN THAT UNIT.

**PLEASE ENSURE THAT A COPY OF THE ID DOCUMENT(S) FAR ALL APPLICATIONS ARE ATTACHED.**

Every card attracts a non-refundable fee of R\_\_\_\_\_. (All Residents are required to be in possession of access card/s).  
Please note: No cash payments will be accepted. Payment will be made by debiting owners Levy account. (Unlimited Townhouses Maliga – Telephone 031-569-6003)

**NOTE: An access card issued to an individual is for the use of that individual only. Any card lent to or used by any person other than that individual is a breach of security, and the lender/user will be liable for sanctions/fines.**

The following access cards are requested:

APPLICATION IS IN RESPECT OF (please circle whichever is applicable):

OWNER:	YES/NO	TENANT	YES/NO	DOMESTIC WORKER	YES/NO
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SURNAME	FIRST NAME	ID NO PASSPORT NO	COMPLEX	UNIT NUMBER	CARD NUMBER (OFFICE USE ONLY)

Date: \_\_\_\_ / \_\_\_\_ /20\_\_\_\_ I AUTHORISE THE COST(S) OF THE CARD AT R\_\_\_\_\_ EACH TO BE DEBITED TO MY LEVY ACCOUNT.

CONTACT CELL NO.: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_  
*HOMEOWNER*

ISSUED:  
SIGNATURE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_  
*RECIPIENT* *ACCESS CLERK (SECURITY)*