# BELLAIRE

AT MITCHELTON

## MOVE-IN GUIDE

VISION PROPERTY SOLUTIONS

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RESIDENT WELCOME / NOVEMBER 2026

# Welcome home.

## Your Bellaire at Mitchelton move-in guide




110-114 OSBORNE ROAD, MITCHELTON QLD 4053

Practical information for moving day, everyday living and the right people to contact. Please share the relevant pages with your removalist and household.

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**Building Management**
Vision Property Solutions
0426 728 823
bellaire@visionpropertysolutions.com.au

RESIDENT SERVICES

01 / KEEP THESE DETAILS HANDY

# Your management contacts

Building Management and the strata team work together to support your building. Include your lot number and building name when making an enquiry.

### Building Management | Vision Property Solutions

**Wei Zhang | Building Manager**
0426 728 823
bellaire@visionpropertysolutions.com.au

## Strata / Body Corporate Manager

**BCP Strata**
**Callum Scott-Welsh | Strata Manager**
Direct: **07 5329 4810**
Callum.Scott-Welsh@bcpstrata.com.au

BCP Strata general office: **07 5438 4000**
info@bcpstrata.com.au
Quote **Bellaire at Mitchelton CTS 53621** and your lot number.

## Which team should I contact?

For moving arrangements, access devices, shared facilities and common-property faults, contact Building Management. For levies, body corporate records, insurance documents and applications requiring Body Corporate approval, contact the strata team. We can help direct your enquiry.

## Keep your details current

Use the resident services page to update your contact details, report an issue, request a meeting, order an access device or request the Rooftop Community Room.

### Immediate danger or fire: call 000

Give your apartment number and the address:
**110-114 Osborne Road, Mitchelton QLD 4053**.
Do not rely on email or an online form for an immediate emergency.

02 / MOVING DAY

# A smooth arrival

Contact Building Management before confirming moving arrangements. Include your unit number, intended date, approximate time and removalist details.

### Loading and unloading

For removals, use the **loading bay behind the ground-level visitor car park**. Coordinate access with Management and keep garage entries, driveways, marked parking spaces and emergency routes clear.

## Arrange lift curtains in advance

Protective lift curtains can be requested for a move or delivery. Submit the request with **at least three days' notice** and confirm arrangements with Management before your move. A curtain request does not by itself confirm exclusive lift use.

Book lift curtains on the Bellaire resident services page

## Brief your removalist

Check vehicle clearance and the route before arrival. Measure oversized furniture and confirm insurance for common-property damage. Use appropriate trolleys, moving blankets and corner protection.

## Protect the lift and common areas

Do not force lift doors, obstruct sensors or interfere with controls. Keep corridors, fire doors, exits and pedestrian routes clear. Avoid dragging furniture across floors and take care around walls and door frames.

## Leave the route ready for others

Remove packing materials and moving debris promptly. Arrange suitable disposal of furniture and oversized items rather than leaving them beside bins or on common property. Report damage or a safety concern to Management.

03 / SETTLING IN

# Utilities, keys & deliveries

Arrange your services before moving day and test the access devices supplied at handover.

### Electricity | Rosechurch

Bellaire apartment electricity is supplied through **Rosechurch**. Ask Building Management for the current application form, then return it to:
**Chris | chris@rosechurch.net.au**
Confirm connection arrangements and ask Rosechurch about any concession application.

## Gas and other service arrangements

Recent Bellaire move-in correspondence advises that a separate gas account is not required for the apartment. Confirm any apartment-specific hot-water or billing arrangements with Management before opening accounts.

## Internet and television

Contact your chosen provider to confirm service availability, equipment and connection lead times for your apartment.

## Keys, fobs and remotes

Confirm handover arrangements with the person managing your keys. Check all supplied access devices and report faults or missing items promptly. Additional devices can be requested through the resident services page; authorisation, charges and processing time may apply.

## Parcel deliveries and the intercom

Ask delivery drivers to contact your unit via the intercom. Where permission to leave a parcel has been given, place it neatly beside the air-conditioning unit without obstructing the gate. Parcels must not be thrown over the gate or left inside the gate. Follow any updated delivery signage.

Intercom: enter the unit number and press the bell, then speak when answered. Close and secure the gate behind you; do not give access to someone you cannot identify.

04 / COMMUNITY LIVING

# Living well together

A practical summary of the supplied Bellaire by-laws. Read the complete current by-laws and posted rules as well.

## Parking and visitor spaces

Park only in your authorised space and wholly within the marked bay. Visitor spaces are for genuine visitors, not resident vehicles. Visitor stays beyond **24 hours** require written Body Corporate approval. Keep common-property access routes clear.

## Noise and consideration

Keep noise at a level that respects others' peaceful enjoyment. Residents are responsible for the conduct of their guests and must not obstruct common property, including the Level 5 community area.

## Rubbish and recycling

Use designated receptacles correctly, keep waste covered and follow building signage. Do not leave rubbish, unwanted furniture, boxes or other materials on common property or where they affect access or hygiene.

## Pets and approvals

Contact BCP Strata about the applicable approval process before bringing a pet to live at the building. Ask about assistance-animal arrangements where applicable. Tenants should also follow the process relevant to their tenancy.

## Smoking, balconies and appearance

The supplied by-laws prohibit smoking on common property and outdoor areas including balconies and courtyards, and smoke must not create a nuisance or hazard. Check with strata before external alterations, visible signs, balcony fixtures or other changes. The supplied by-laws also prohibit private gas BBQs on lots, balconies and common property.

## Protect shared areas

Do not ride bicycles, skateboards, scooters or rollerblades on common property. Avoid damage to shared gardens, walls and other fittings. Obtain required approval before work affecting your lot's exterior or common property.

05 / ROOFTOP COMMUNITY ROOM

# Book, enjoy, return the key

The Rooftop Community Room is a shared amenity. Submit a booking request and wait for confirmation before making plans.

### Finish by 10:00 pm

The resident who made the booking remains responsible for the room and guests. Keep noise and music reasonable, supervise children and keep all access routes and emergency exits clear.

## Before and during your booking

Follow the booking conditions, current by-laws, posted rules and directions from Building Management. Do not copy the key, transfer it to another person or retain it beyond the approved booking.

## Leave everything clean and tidy

Clean benches, tables and the surrounding area. Remove rubbish, food, decorations and personal belongings. Return furniture to its original position and report damage, faults or safety issues promptly.

### Return the key immediately after your booking

Place the key in the **Unit 62 / Building Manager Mailbox**. Do not retain it or pass it to another resident.

## Resident services

Visit visionpropertysolutions.com.au/bellaire for booking requests, access-device requests, issue reporting and contact updates.

For tenancy-specific lease, rent or internal repair matters, use the instructions in your tenancy documents. Arrange appropriate contents insurance; do not assume the Body Corporate policy covers personal belongings.