

# TOP OF THE TOWN

2 2 7 V I C T O R I A S T R E E T

## Party Registration Form

**MUST BE COMPLETED AND RETURNED TO CONCIERGE WITH GUEST LIST**

Apartment Number: \_\_\_\_\_

Resident Names: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Details of Party: Date \_\_\_ / \_\_\_ / \_\_\_ Start \_\_\_\_\_ End \_\_\_\_\_

Nature of Party: \_\_\_\_\_

Bond paid:

Amount \_\_\_\_\_ Receipt Number \_\_\_\_\_

Please supply a guest list for all visitors to Concierge at the front desk,  
A security bond will apply based on the number of guests on supplied guest lists as follows:

**20 – 50 guests - \$1,000**

**50 - 100 guests - \$1,500**

**100 or more guests - \$2,500**

**The bond is required to accompany the Guest list** to cover any damages or cleaning to common property and is refundable dependant on any sustained damages to common property after management inspection and in consultation with security on duty.

**Special**

**notes:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

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