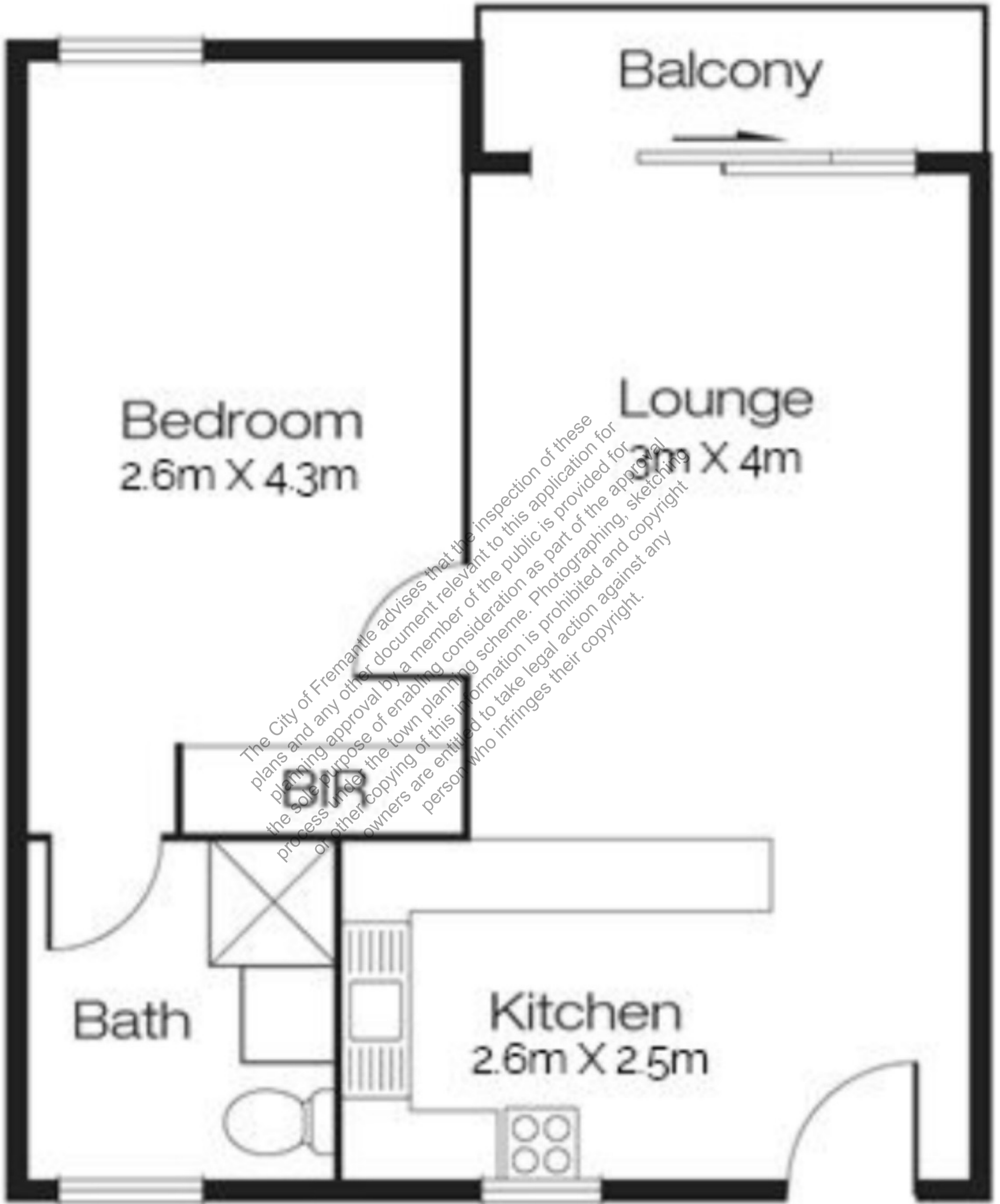


The City of Fremantle advises that the inspection of these plans and any other document relevant to this application for planning approval is for the information of the public and is provided for the sole purpose of enabling public consideration as part of the approval process under the town planning scheme. Photographing, sketching or other copying of this information is prohibited and copyright owners are entitled to take legal action against any person who infringes their copyright.

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3 Jun 2026



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HaptiQ Stays

Short-Term Stay Management Plan

Property Details

Property Address: 304/23 Adelaide St, Fremantle

Property Owner:

Short-Term Stay Name (if applicable):

Property Manager Contact Details

Property Manager Name:

Role: Owner

Phone:

Email:

After-hours contact number:

The Property Manager will respond to nuisance complaints within **12 hours**, as required by local policy.

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Booking and Check-In Method

Booking platforms used:

- Airbnb
- Booking.com
- Direct booking website

Booking process:

Guests must agree to the property's **Code of Conduct** and house rules before confirmation.

Check-in method:

- Smart lock

Check-in time: 2pm

Check-out time: 10am

Code of Conduct Acknowledgement & Enforcement of Rules

Guests must agree to all rules before booking.

Guests who fail to comply with the Code of Conduct & building rules may face:

- Immediate warning from the host or property manager
- Termination of the booking
- Removal from the property if behaviour continues
- Possible additional fees or penalties under booking terms

Parking

Number of **designated on-site parking bays**: 1

Location of parking: Off Point St

Guest parking instructions:

Guests can enter carpark via Gate 1 or 2 using fob which will need to be collected from inside the unit. Guests can park only in any parking bays. Only 1 car is allowed in the designated parking area. Street parking should follow all local regulations.

Pet Policy

Pets are:

Not permitted

Security Measures

- Security Flyscreen Door
- Smart lock entry

Number of keys issued to guests at any time: 1

Number of access fobs issued: 1

The owner confirms:

- Building **master keys will not be copied**
- Lost keys or access fobs will be **reported immediately**
- Replacement costs for lost keys/fobs will be **borne by the owner**
- Spare keys and fobs will be **retained by the owner for emergency access**

Complaint Management Procedures

The Manager or responsible person will be available **24 hours per day, 7 days per week** to respond to any issues related to the short-term stay.

Possible complaints may include:

- Violence or threats
- Loud aggressive behaviour (yelling, arguing etc.)
- Excessive noise
- Overlooking / privacy issues
- Smoke or strong odours

Procedure

1. Complaints will receive a response within **2 hours**.
2. Guests must comply with instructions to reduce nuisance.
3. Repeated breaches may result in termination of the stay and manager will be on site within 2 hours.
4. If necessary, security or authorities may be contacted.

Waste Management

Guests will be instructed to:

- Use the correct waste and recycling bins inside unit and in common waste disposal area
- Not leave rubbish in hallways or shared areas

Bin locations: Rear of building next to laundromat and Gate 1 parking area

Guest Code of Conduct

This Code of Conduct will be provided to all guests before their stay.

Property Manager Contact

For any concerns during your stay:

Property Manager:

Phone:

Email:

Emergency / after-hours contact:

Noise & Behaviour

Guests must behave respectfully toward neighbours.

The following behaviours are not permitted:

- No excessive noise at any time or amplified music audible outside the unit
- Yelling, arguing or aggressive behaviour
- Parties or large gatherings
- Disturbing neighbouring properties
- Loitering in hallways or lobby areas

Quiet hours: 10:00 PM – 7:00 AM

*If guests breach these rules the stay may be terminated immediately.

Parties and Events

Parties and events including Hens or Bucks nights are **not permitted**

Maximum number of guests on the property: 4

Smoking Policy

- **No smoking inside the apartment**
- Smoking is **not permitted on common property**

Parking Rules

Maximum **1 vehicle** permitted for the property at any time.

Guests must park only in the designated parking areas provided.

Parking locations: Off Point Street. Gate 1 or 2

Street parking must comply with all local regulations.

Visitors

Visitors must:

- Be approved by the host
- Follow all code of conduct rules
- Not exceed the maximum occupancy limits

Transport Options

Nearby transport options include:

- Bus stops:
- Train station:
- Taxi / rideshare services:

Guests are encouraged to use public transport where possible.

Waste Disposal

Guests must:

- Separate recycling from general waste
- Use the correct bins
- Place rubbish in common rubbish disposal area bins

Bin locations: Rear of building next to laundromat and Gate 1 parking area

Pets

Pets are:

- Not permitted

Enforcement of Rules & Code of Conduct

Guests who fail to comply with the Code of Conduct or building rules may face:

- Immediate warning from the host or property manager
- Termination of the booking
- Removal from the property if behaviour continues
- Possible additional fees or penalties under booking terms