



Dear Strata Manager / Building Manager / Caretaker,

The complex that you manage is eligible to use the Verge Valet™ bulk waste collection service. This letter tells you how to arrange collections on behalf of your residents.

Verge Valet™ is the convenient new bulk rubbish service that replaces the previous annual bulk waste collections in the City of Vincent. The City has allocated each unit 1 bulk waste collection per financial year (1 July to 30 June), which are combined to create a total number of allocations for the complex. Apartment complexes with more than 25 units (MUDs) are eligible to use the service, but you are required to organise collection/s for the complex as a whole.

MUDs are only serviced on the first Thursday of each month in the City of Vincent and must be booked at least 2 weeks in advance to ensure availability. You may select an ongoing collection frequency or choose to schedule collections as needed (up to quarterly in frequency).

To get started in organising Verge Valet™ collections for the complex you manage, please visit [here](#) and fill in the form to let us know you are interested.

If you have already done this or have just done so, please keep an eye out for an email from Adobe Sign – you will receive a link to sign authorisation forms which authorises Verge Valet™ collections to go ahead for the complex as one entity. This form will ask for your contact details, the address and name of the property you manage, where the waste will be collected from and what collection frequency you would like to go with. **Please note that signing the forms does not mean that you are booked in for a collection** – the City of Vincent, WMRC and D&M Waste Management must also approve the collection location and frequency of collections.

Once signed by all parties, you will receive confirmation of this via an automated email from Adobe Sign as well as an email from WMRC with additional information for yourself and your residents, along with details of how to book in a collection (or the starting date of collections if an ongoing frequency is selected).

If you have any questions or concerns about Verge Valet™ for the complex you manage, please phone WMRC on 9384 6711 – we are happy to help.

Kind regards,

Verge Valet™

WMRC Communications and Education Team