



# Melbourne Central Tower End of Trip User Guide

The GPT Group is pleased to advise that the new end of trip facilities at Melbourne Central Tower are now complete and available for use.



The new amenities have been designed to provide you with a high class, comfortable environment to shower and change before and after a workout. These facilities are a shared building amenity and include secure bicycle storage, new showers, change rooms and lockers. The change rooms come equipped with ironing stations, drying cupboards, hair dryers and straighteners and a complimentary fresh towel service.

## Location

The facilities are located on the lower ground floor and can be accessed from fire stair 1 on the ground floor. Cyclists can access the amenities from the Little Lonsdale Street dock entry and follow the designated bicycle track (depicted below). Cyclists must dismount before entering the car park and proceed with caution.



## Access cards

All active proxy card holders to Melbourne Central Tower have access to the change room facilities.

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Please note that use of these facilities is for occupants of Melbourne Central Tower only. Users must not provide access to any unauthorised persons.

### Showers

- 17 x male showers
- 11 x female showers
- 1 x unisex disabled shower/toilet

### Lockers

- Lockers are available for use by occupants of Melbourne Central Tower only
- Lockers are allocated on request by emailing [MCT.Concierge@gpt.com.au](mailto:MCT.Concierge@gpt.com.au)

### Locker allocation and authorisation

A total of 580 new lockers have been installed, 346 lockers in the male change room, 234 lockers in the female change room.

Casual use lockers will be available for single day use. Users will set a pin code which will expire at 8:00pm each night and unsecure the locker. Any remaining contents will be cleared from the locker.

A bank of lockers in both the male and female change rooms has been allocated for casual use. In the male change room these are lockers numbered 317 – 346 and in the female change room, lockers numbered 217 – 234.

To set your daily pin code and lock the locker;  
Select the start button, enter your 4 digit pin code, then select lock. Repeat this sequence to unlock.

### Administration cost

Subject to Lease provisions, the Lessor reserves the right to charge administration fees to facility users. Lockers will be charged at a rate of \$165 inc GST per locker per annum.

### Locker operation

- Lockers are secured via a pin pad on each locker
- Locker codes are issued by building management upon allocation
- The unique locker code should be kept secure and not provided to others
- Building management will not accept responsibility for lost items from lockers

### Locker care

- Please do not store valuable items in your locker
- Food or any items with a strong odour should not be kept in lockers
- Do not store dangerous goods or chemicals in your locker
- Do not hang any items from locker doors or structure
- No signage is to be applied to any lockers

Should any of the above terms be disregarded, the user will be warned and access denied if issues persist.



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### Towels

A complimentary fresh towel service is provided at the facility with towels located on the shelving units in each change room. Used towels should be returned to the bins provided under the counters for daily laundering.

The towels remain the property of the laundry services and any stolen or misplaced towels will incur additional charges to tenants.

### Ironing stations

Ironing facilities are provided in both the male and female change rooms in labelled cupboards. Activate irons by pushing in the button on the wall, irons are set to turn off automatically after a period of time.

Please handle the irons with care and remember to return the board and iron to the storage position after use.

### Hair dryers

Hair dryers and straighteners are provided for your convenience.

### Drying cupboards

Drying cupboards for wet or damp items are provided in both the male and female change rooms.

### Bicycle storage



Access to the bicycle storage area is restricted and all requests for access to this area must be emailed to [MCT.Concierge@gpt.com.au](mailto:MCT.Concierge@gpt.com.au). Racks are allocated on a first come, first serve basis. There are 400 racks available. Bicycle owners must provide their own locks to secure their bicycle to cradles and racks provided.

There are 2 bicycle maintenance units and pumps provided for minor repairs, any oil or grease on the floor should be reported to [MCT.Concierge@gpt.com.au](mailto:MCT.Concierge@gpt.com.au) or 9922 1226 as soon as possible.

### Maintenance and cleaning

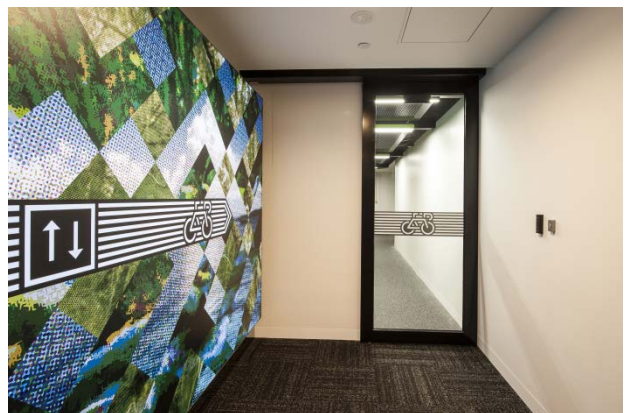
The amenities will be cleaned regularly. For the comfort of all users we ask that you store all belongings in a locker. Please notify [MCT.Concierge@gpt.com.au](mailto:MCT.Concierge@gpt.com.au) of any urgent maintenance or cleaning requirements. MCT Concierge can also be contacted on 9922 1226.

### Security

CCTV cameras are installed immediately outside the facility and bicycle storage area.

Access to the facilities and bicycle storage is via your building access card.

To preserve and protect these facilities we ask that users do not allow any persons to tail gate or be provided access without valid authorisation.





A duress button has been installed in both the male and female change rooms and is located next to the entry door inside the change room area. The button will instantly notify security.

**Feedback and questions**

We welcome your feedback on these new facilities, please direct any suggestions or questions to [MCT.Concierge@gpt.com.au](mailto:MCT.Concierge@gpt.com.au).

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