

Terms and conditions for parcel collection

This is a free service and provided as a courtesy only to our residents.

Admiralty Quays Management Staff will receive parcels on behalf of residents during office hours.

Parcels received will be stored and residents will be notified by way of a notice in their mailbox that a parcel has been received on their behalf.

Parcels can be picked up during office hours only. Please **do not** contact the afterhours emergency number to collect a parcel.

Admiralty Quays will take reasonable care with the handling and storing of parcels. However, Admiralty Quays Management is unable to take any responsibility for lost or damaged parcels.

Parcels considered too large for our storage area will not be received.

Parcels considered to be a hazard to staff will not be received.

Parcels will not be dropped off at the front door of residents as this is not part of the free parcel collection service.