

June 6, 2023

BLUE WREN HOLDINGS PTY LTD TRADING AS

**CIVIC**

SHOWER SCREENS  
& WARDROBES

1 Freight Street, Yatala, QLD 4207  
PO Box 6045, Yatala DC, QLD 4207  
ABN: 86 100 720 741  
QBCC Licence No. 1155348

P. (07) 3441 7777  
F. (07) 3441 7711  
W. [www.civicscreens.com.au](http://www.civicscreens.com.au)  
E. [reception@civicscreens.com.au](mailto:reception@civicscreens.com.au)

Prepared by

## Civic Shower Screens & Wardrobes

Civic Shower Screens & Wardrobes have carried out the design and construction of Shower Screens and Mirrored Robe Doors.

The Operation and Maintenance Manual has been prepared to provide guidance and recommendations to assist in the following.

- Users of the building or apartment
- Managers of the building and services
- Employees who carry out maintenance, repair, or new works within the building in the understanding, running and maintenance of the services installed.

Project: Essence – 18 Remembrance Drive Surfers Paradise

Blue Wren Holdings Pty Ltd  
T/As Civic Shower Screens & Wardrobes  
PO Box 6045, Yatala, 4207 Queensland  
Phone: 07 3441 7777  
Company ABN: 86 100 720 741

## **Table of Contents**

### **Section 1      Company Information**

- Contact Name / Company Address
- Contact Phone Number / Email Address
- Supplier details – contact information

### **Section 2      Description of Works**

- General description of the completed works

### **Section 3      Operation & Maintenance Procedures**

- Detailed Instruction of the required maintenance

### **Section 4      Manufactures Literature**

- Manufactures product information

### **Section 5      Warranties**

- Project specific Subcontractor Warranties

### **Section 6      Certification**

- Certification Forms upon request

## **Section 1      *Company Information***

Civic Shower Screens & Wardrobes  
1 Freight Street, Yatala, Qld 4207  
Contact – Reception - 07 3441 7777  
Email Address – [reception@civicscreens.com](mailto:reception@civicscreens.com)

## **Section 2      *Description of Works***

Civic Shower Screens & Wardrobes have carried out the design, construction, and installation of Shower Screens and Mirrored Robe Doors.

### **Apartments (88 No)**

#### **Shower Screens**

- Supply & install semi-frameless glass shower screens and including hardware.
- Supply & Fit shower screen channels (to accommodate glass)
- Provide and fix shower screen pivot in position.

#### **Wardrobe Doors**

- Supply & install mirror sliding wardrobe doors including tracks and hardware to all robes (excluding WIR). Doors are a combination of mirror glass and colour back glass panels and are typically full height.

## **Section 3      *Operation & Maintenance Procedures***

As per attached literature – Cleaning Guide

## **Section 4      *Manufactures Literature***

As per attached Warranty & Product Care

## **Section 5      *Warranties***

As per attached Warranty & Product Care

## **Section 6      *Certification*** *Supplied on Request*

June 6, 2023

BLUE WREN HOLDINGS PTY LTD TRADING AS

**CIVIC**

SHOWER SCREENS  
& WARDROBES

1 Freight Street, Yatala, QLD 4207  
PO Box 6045, Yatala DC, QLD 4207  
ABN: 86 100 720 741  
QBCC Licence No. 1155348

P. (07) 3441 7777  
F. (07) 3441 7711  
W. [www.civicscreens.com.au](http://www.civicscreens.com.au)  
E. [reception@civicscreens.com.au](mailto:reception@civicscreens.com.au)

## MANUFACTURERS PRODUCT WARRANTY & GUARANTEE

**Business Name: Morris Property Group**

**Project: Essence 18 Remembrance Drive, Surfers Paradise**

### WARRANTY AND TERMS

- Shower Screens 12 Months
- Mirrors 12 Months
- Wardrobes 12 Months

### CONDITIONS

If a fault in the product during the term of warranty which is due to poor workmanship or materials, Civic will either repair or replace the product (at its discretion) at no charge to you, during normal working hours.

The warranty applies to the original residential purchase only and is not transferable. Satisfactory proof of purchase date must be furnished at the time of notification of defect for any claim under warranty to be enforceable.

A charge will be applied for a service call made where the Civic product is not faulty.

The warranty is in addition to and in no way limits, varies OR excludes any express or implied rights and remedies under any relevant legislation in the state or territory of sale.

### EXCLUSIONS

This guarantee does not cover the following:

- Damage resulting from unauthorised installation, or alteration and/or modification of the product
- Misuse or abuse of the product
- Damage caused by acts of God such as fire, flood, storm and tempest.
- Civic will not be liable for any incidental or consequential loss or damage arising from the installation OR operation of the product and/or failure of any part for any reason whatsoever.
- Normal wear and tear of the product.
- Cleaning and maintaining the product, otherwise than in accordance with the instructions overleaf.
- Component hardware beyond the warranty period offered by the manufacturer.
- Mould growth on silicone
- Glass breakage
- Product that is not fully paid for
- Slight colour variations on metal finishes
- Glass bows and imperfections with tolerance according to Australian Standards AS2208-1996

Blue Wren Holdings Pty Ltd  
T/As Civic Shower Screens & Wardrobes  
PO Box 6045, Yatala, 4207 Queensland  
Phone: 07 3441 7777  
Company ABN: 86 100 720 741

## Care of your Civic Product

### Cleaning & Maintenance

#### **Shower Screens:**

We recommend using NFK Glass Cleaner. Follow directions as outlined on the product.

Alternatively, a 50/50 solution of white vinegar and water. Spray on your glass and leave for several minutes, then wipe down with a damp microfibre cloth. For best results rinse the shower screen with plain water when you're finished and dry using a rubber squeegee or soft dry cloth.

We recommend using a squeegee to wipe down your shower after every use to help reduce the build-up of soap-scum and mineral deposits.

Under no circumstances should harsh cleaners, alkaline solutions, blades, scrapers, abrasive or similar tools be used on any surfaces

Where there is a glass gusset brace / shelf installed, weight restriction of no more than 2kgs.

#### **Mirrors:**

We recommend using NFK Glass Cleaner. Follow directions as outlined on the product.

Alternatively, a 50/50 solution of white vinegar and water. Spray on your glass and leave for several minutes, then wipe down with a damp microfibre cloth. For best results rinse the shower screen with plain water when you're finished and dry using a rubber squeegee or soft dry cloth.

Under no circumstances should harsh cleaners, alkaline solutions, blades, scrapers, abrasive or similar tools be used on any surfaces

#### **Sliding Robe Doors:**

For mirrored insert robe doors, we recommend using NFK Glass Cleaner. Follow directions as outlined on the product.

For vinyl insert robe doors, these can be wiped down with a damp microfibre cloth

Ensure bottom robe tracks are kept clean and clear of any grit that can cause damage to the rollers

Under no circumstances should harsh cleaners, alkaline solutions, blades, scrapers, abrasive or similar tools be used on any surfaces

All products are manufactured and installed in accordance with Civic Shower Screens & Wardrobes' recommendations.

Kind Regards

Stefan Styles  
General Manager