

Owner Details:

Strata Plan Lot Number Unit Number

Property Address

Owner(s) Name

Email

Relationship to Strata Company *(Please select one of the following)*

Owner

Agent *(Please provide written authority from the owner authorising to obtain this information on their behalf. If a contract is signed, then a copy of the signed contract will be suffice)*

Please select what information you require:

Last Annual General Meeting Minutes

Insurance Certificate of Currency

Budget

Statement of Accounts

Levy Schedule

Owners Ledger (Debts Owning)

Management Statement

By-Laws

Strata Plan

Other *(Please list below if you require additional documentation)*

Please Note: The fee must be payable under section 109(5) of \$50.00 for plans not registered for GST and \$55.00 for GST registered plans or the strata company may refuse to provide a copy of material until the fee charged by the strata company is paid. An invoice will be provided once the completed form is returned to our office.

I hereby acknowledge and accept that I am responsible for all charges in relation to this request.

Signature

Date