



APPROVED BY THE REAL ESTATE INSTITUTE OF SOUTH AUSTRALIA INC
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Australia Incorporated
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Form No. 3022

APPLICATION/STATEMENT

STRATA TITLES ACT 1988 (SECTION 41)
COMMUNITY TITLES ACT 1996 (SECTIONS 11, 44, 51, 139)

Example Only

To: The Secretary: *Strata/Community Corporation No. Incorporated

From:

*on behalf of the: *owner / *mortgagee / *prospective purchaser / *prospective mortgagee in regard to:

*Unit/Lot No in the above Corporation which is situated at

and owned by

I/We request that you provide the following information:

PART 1 FINANCIAL DETAILS

1.1 **Unit/Lot Entitlement** Total of all Unit/Lot Entitlements

1.2 (a) **Maintenance Contributions**

Amount Payable \$ per paid to / /

(b) **Levies Payable (Description, Amount, Due Date)**

(1).....

(2).....

Contributions \$ Levies \$ Interest \$

As at / / Total Arrears \$

N.B. Interest accrues daily at % per annum

(d) **Water charges to be paid by *Corporation / Owner**

1.3 **Liabilities of the Corporation**

(a) **Current liabilities incurred by the Corporation to which the unit/lot holder must or is likely to be required to contribute: (excluding 1.2)**

(1) \$

(2) \$

(b) **Future liabilities resolved to be incurred by the Corporation to which the unit/lot holder must or is likely to be required to contribute: (excluding 1.2)**

(1) \$

(2) \$

1.4 **Assets of the Corporation**

Name of Fund:

Where held:

(a) **Sum standing to credit of fund** \$

(b) **Amount budgeted for known expenses** \$ (see budget)

(c) **Amount in Sinking Fund** \$ Purpose

(d) **Particulars of other assets: (common property improvements that do not appear on the strata plans)**

.....

* (Delete where not applicable)

PART 2 INSURANCE DETAILS

Property Cover \$ Expiry Date / / Policy No

Public Liability \$ Expiry Date / / Policy No

Other Covers (c.g. Voluntary Workers, Fidelity Guarantee, Machinery Breakdown, Flood)

(1) \$ Expiry Date / / Policy No

(2) \$ Expiry Date / / Policy No

(3) \$ Expiry Date / / Policy No

PART 3 Please supply a copy of each of the following: (Applicant to delete if not required)

- 3.1 (a) Minutes of general meetings of the Corporation for the last two (2) years.
 - (b) Minutes of management committee meetings of the Corporation for the last two (2) years.
 - (c) Detail of any "special resolution" or "unanimous resolution" affecting the unit or common property passed during the last five (5) years (excluding those contained in (a) above)
- Refer relevant minutes attached
- 3.2 Statement of Accounts of the Corporation last prepared.
 - 3.3 *The Articles/The By-Laws now in force.
 - 3.4 Certificate of Currency of Insurance.
 - 3.5 Insurance Policy(ies) currently in force by the Corporation.
 - 3.6 The Development Contract [Section 51] and Particulars of the owners obligations.
 - 3.7 The Scheme Description [Section 11]

PART 4 Please complete the following:

The Corporation's records are available for inspection at

on any working day between the hours of am and pm. Contact phone

(A fee of \$5.00 will be charged)

PART 5 Fees Payable (which must accompany this application - delete any item that does not apply)

5.1	*(a) For completing and supplying items 3.1 to 3.4 inclusive	\$50.00
	*(b) For supplying item 3.5	\$10.00
	*(c) For supplying item 3.6	\$25.00
	*(d) For supplying item 3.7	\$25.00
Total fees payable on this application		<u><u> </u></u>

5.2 **Date of Application:** / / Signed for/on behalf of the Applicant

Date of Statement: / / Signed for/on behalf of the Corporation

Applicant - Please Note:-

1. This statement does not take into account any decisions or transactions of the Corporation at or subsequent to the issue thereof.
2. Applicants are invited to check the current status prior to settlement.
3. Please advise the Corporation the name and address of the new owner when settlement has been effected.

* (Delete where not applicable)