

Date of certificate

Strata scheme in respect of which certificate issued – Strata Plan No.

Lot in respect of which certificate issued Lot No.

Strata Plan No.

Person requesting certificate
Owner/mortgagee/covenant chargee/authorised person

Name

Address

If authorised person, authorised by:
Owner/mortgagee/covenant chargee

Name

Address

The owners corporation certifies the following with respect to the lot the subject of this certificate

1. Has a strata renewal committee been established? Yes/No

Brief statement if one has been established

2. Administrative fund — contributions payable by regular periodic instalments or lump sum (section 73 (1) of the Act)

Total amount last determined

Amount	Period
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>

Number of instalments payable (if contribution payable by instalments) \$

Amount of each instalment, period to which instalment relates and date due

Amount	Period	Date due
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text" value="DD/MM/YYYY"/>
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text" value="DD/MM/YYYY"/>
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text" value="DD/MM/YYYY"/>
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text" value="DD/MM/YYYY"/>

Amount (if any) outstanding	\$ <input type="text"/>
Amount (if any) in credit	\$ <input type="text"/>
Discount (if any) applicable for early payment	\$ <input type="text"/>

Brief statement as to the reason for any amount outstanding or in credit

3. Capital works fund – contributions payable by periodic instalments or lump sum (section 74 (1) of the Act)

Total amount last determined

Amount Period
\$ to

Number of instalments payable (if contribution payable by instalments)

Amount of each instalment, period to which instalment relates and date due

Amount	Period	Date due
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>

Amount (if any) outstanding

Amount (if any) in credit

Discount (if any) applicable for early payment

Brief statement as to the reason for any amount outstanding or in credit

4. Amounts payable for additional amenities or services (section 117 of the Act)

Section 117 of the Act provides that an owners corporation may enter into an agreement to provide amenities or services to particular lots. These lots are responsible for payment for amenities and services so provided.

Total amount last determined owed by these lots

Amount Period
\$ to

If this certificate is requested by the owner of any of those lots, the following applies to the lot/s owned

Number of instalments payable (if payable by instalments)

Amount of each instalment, period to which instalment relates and date due

Amount	Period	Date due
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>

Amount (if any) outstanding

Amount (if any) in credit

Discount (if any) applicable for early payment

Brief statement as to the reason for any amount outstanding or in credit

5. Special contributions to the administrative or capital works or other (section 81 (4) of the Act)

Amount of any levy payable under section 81 (4) of the Act

Date on which determination made under section 81 (4) of the Act

Number of instalments payable (if contribution payable by instalments)

Amount of each instalment and date due

Amount	Date due
<input type="text" value="\$"/>	<input type="text" value="DD / MM / YYYY"/>
<input type="text" value="\$"/>	<input type="text" value="DD / MM / YYYY"/>
<input type="text" value="\$"/>	<input type="text" value="DD / MM / YYYY"/>
<input type="text" value="\$"/>	<input type="text" value="DD / MM / YYYY"/>

Amount (if any) outstanding

Amount (if any) in credit

Brief statement as to the reason for any amount outstanding or in credit:

Brief statement as to the purpose for which the contribution was required:

6. Money unpaid under by-law conferring a right or privilege (Division 3 of Part 7 of the Act)

Amount payable under a common property rights by-law

Date when amount due

Period to which amount relates to

7. Proposals for funding matters set out in the 10 year capital works plan

8. Contributions towards costs of legal proceedings

Amount of any levy payable under section 90 of the Act

Date on which order made under section 90 of the Act

Number of instalments payable (if contribution payable by instalments)

Amount of each instalment and date due

Amount	Date due
<input type="text" value="\$"/>	<input type="text" value="DD/MM/YYYY"/>
<input type="text" value="\$"/>	<input type="text" value="DD/MM/YYYY"/>
<input type="text" value="\$"/>	<input type="text" value="DD/MM/YYYY"/>
<input type="text" value="\$"/>	<input type="text" value="DD/MM/YYYY"/>

Amount (if any) outstanding

Amount (if any) in credit

Brief statement as to the reason for any amount outstanding or in credit:

Brief statement as to the purpose for which the contribution was required:

9. Amount recoverable in relation to work carried out by owners corporation

Amount (if any) recoverable under section 120 of the Act

10. Rate of interest payable on contributions

Rate of interest payable under section 85 of the Act on contributions %

Amount of interest payable in relation to outstanding contributions

11. Amount of unpaid contributions and pecuniary penalties

Amount of any unpaid monetary penalty that is payable under section 147 of the Act or any other monetary penalty

Amount of any contribution recoverable as a debt under section 86 of the Act

12. Particulars on strata roll for lot to which certificate relates

Name

Address

Name and address for service of notices on each mortgagee, covenant chargee or other person who has given notice to the owners corporation under section 22 of the Act

Name

Address

Capacity

13. Strata managing agent and building manager

Name of strata managing agent (if any) appointed under section 49 of the Act

Name

Address

Name of building manager (if any) appointed under section 67 of the Act

Name

Address

14. Members of strata committee

Name and address of each member of strata committee

	Name	Address
Member 1	<input type="text"/>	<input type="text"/>
Member 2	<input type="text"/>	<input type="text"/>
Member 3	<input type="text"/>	<input type="text"/>
Member 4	<input type="text"/>	<input type="text"/>
Member 5	<input type="text"/>	<input type="text"/>
Member 6	<input type="text"/>	<input type="text"/>
Member 7	<input type="text"/>	<input type="text"/>
Member 8	<input type="text"/>	<input type="text"/>
Member 9	<input type="text"/>	<input type="text"/>

Office bearers:

Chairperson
 Secretary
 Treasurer

15. By-laws

Particulars of any by-laws made by the owners corporation within the 6-month period before the date of this certificate that have not been lodged at the office of the Registrar-General as at that date:

16. Insurance policies

Particulars of all insurance policies that have the owners corporation as the insured or as a beneficiary:

Type of policy	Name of insurer	Policy number	Sum insured	Date due	Date when last premium paid
1. <input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text" value="DD/MM/YYYY"/>	<input type="text" value="DD/MM/YYYY"/>

Amount of last premium	Name of insurance broker (if relevant)	Address of insurance broker (if relevant)
\$ <input type="text"/>	<input type="text"/>	<input type="text"/>

Type of policy	Name of insurer	Policy number	Sum insured	Date due	Date when last premium paid
2. <input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text" value="DD/MM/YYYY"/>	<input type="text" value="DD/MM/YYYY"/>

Amount of last premium	Name of insurance broker (if relevant)	Address of insurance broker (if relevant)
\$ <input type="text"/>	<input type="text"/>	<input type="text"/>

Type of policy	Name of insurer	Policy number	Sum insured	Date due	Date when last premium paid
3. <input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text" value="DD/MM/YYYY"/>	<input type="text" value="DD/MM/YYYY"/>

Amount of last premium	Name of insurance broker (if relevant)	Address of insurance broker (if relevant)
\$ <input type="text"/>	<input type="text"/>	<input type="text"/>

Type of policy	Name of insurer	Policy number	Sum insured	Date due	Date when last premium paid
4. <input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text" value="DD/MM/YYYY"/>	<input type="text" value="DD/MM/YYYY"/>

Amount of last premium	Name of insurance broker (if relevant)	Address of insurance broker (if relevant)
\$ <input type="text"/>	<input type="text"/>	<input type="text"/>

Items 17 and 18 must be completed if the strata scheme is also part of a community scheme.

Name of community association (if any):

Community lot number(s) for precinct or strata scheme

Address for service of notices:

Name of precinct association (if any):

Precinct lot number(s) for strata scheme

Address for service of notices:

17. Contributions payable to administrative fund of community association or precinct association

Total amount last determined with respect to the lots comprising the strata scheme

Amount \$ Period to

Number of instalments payable (if contribution payable by instalments)

Amount of each instalment, period to which instalment relates and date due

Amount	Period		Date due
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>		<input type="text"/>
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>		<input type="text"/>
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>		<input type="text"/>
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>		<input type="text"/>

Amount (if any) outstanding \$

Amount (if any) in credit \$

Discount (if any) applicable for early payment \$

Brief statement as to the reason for any amount outstanding or in credit:

18. Contributions payable to sinking fund of community association or precinct association

Total amount last determined with respect to the lots comprising the strata scheme

Amount \$ Period to

Number of instalments payable (if contribution payable by instalments)

Amount of each instalment, period to which instalment relates and date due

Amount	Period		Date due
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>		<input type="text"/>
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>		<input type="text"/>
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>		<input type="text"/>
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>		<input type="text"/>

Amount (if any) outstanding \$

Amount (if any) in credit \$

Discount (if any) applicable for early payment \$

Brief statement as to the reason for any amount outstanding or in credit

Item 19 must be completed if the strata scheme is a member of a building management committee.

Name of building management committee:

Address for service of notices:

19. Contributions payable to the building management committee

Total amount last determined with respect to the lots comprising the strata scheme

Amount Period
\$ to

Number of instalments payable (if contribution payable by instalments)

Amount of each instalment, period to which instalment relates and date due

Amount	Period		Date due
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>		<input type="text"/>
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>		<input type="text"/>
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>		<input type="text"/>
\$ <input type="text"/>	<input type="text"/> to <input type="text"/>		<input type="text"/>

Amount (if any) outstanding

Amount (if any) in credit

Discount (if any) applicable for early payment

Brief statement as to the reason for any amount outstanding or in credit:

Item 20 must be completed if the strata scheme is required to pay to any other person or body any amount not connected to the maintenance or insurance of the common property.

20. Amount payable to any other person or body

Name of person or body

Brief statement as to the purpose of the payment:

If next payment known Amount \$ Date due

Amount (if any) outstanding \$

Amount (if any) in credit \$

The common seal of the Owners Corporation – Strata Plan No.:

Was hereunto affixed on the day of 20

in the presence of

and

being the person(s) authorised by section 273 of the *Strata Schemes Management Act 2015* to attest the affixing of the seal.

Note.

Section 185 of the Act provides:

185 Strata information certificate is evidence of matters stated in it

A strata information certificate is conclusive evidence, as at the date of the certificate, of the matters stated in it in favour of a person (whether or not the applicant for the certificate or a person referred to in the certificate) taking for valuable consideration:

- (a) an estate or interest in a lot in a freehold strata scheme to which the certificate relates, or
- (b) an estate or interest in a lease of a lot in a leasehold strata scheme to which the certificate relates.