**Approved form under:** *Community Land Management Act 2021* (section 174)

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
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| Date of certificate | | Click or tap to enter a date. | | |  | |  | | | |  | | | |
|  | |  | | |  | |  | | | |  | | | |
| Lot no. in respect of which certificate issued | | | | | Click or tap here to enter text. | | | | |  | |  | | |
|  | | | | |  | |  | | | |  | | | |
| Association Plan No in respect of which certificate issued | | | | | | Click or tap here to enter text. | | | | | |  | | |
|  | |  | | |  | |  | | | |  | | | |
| Person requesting certificate: | | | Owner | | | Mortgagee | | | Covenant chargee | | | | | Authorised person |
| Name | Click or tap here to enter text. | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | |
| Address | Click or tap here to enter text. | | | | | | | | | | | | | |
|  | |  | | |  | |  | | | |  | | | |
| If authorised person, authorised by: | | | | Owner | | | | Mortgagee | | | | | Covenant chargee | |
| Name | Click or tap here to enter text. | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | |
| Address | Click or tap here to enter text. | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | |

# The association certifies the following with respect to the lot that is the subject of this certificate

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. Administrative fund–contributions payable by regular periodic instalments or lump sum (section 77 of the Act)** | | | | | | | | | |
| **Total amount last determined** | | | | | | | | | |
| Amount |  | Period |  |  | | | | | |
| $Click or tap here to enter text. |  | Click or tap to enter a date. | to | Click or tap to enter a date. | |  | | | |
|  | | | |  | | | | | |
| Number of instalments payable (if contribution payable by instalments) | | | | | Click or tap here to enter text. | | |  | |
| **Amount of each instalment, period to which instalment relates and date due** | | | | | | | | | |
| Amount |  | Period |  |  | |  | Date due | | |
| $Click or tap here to enter text. |  | Click or tap to enter a date. | to | Click or tap to enter a date. | |  | Click or tap to enter a date. | |  |
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| --- | --- |
| Amount (if any) outstanding/unpaid | $Click or tap here to enter text. |
|  |  |
| Amount (if any) in credit | $Click or tap here to enter text. |
|  |  |
| Discount (if any) applicable for early payment | $Click or tap here to enter text. |

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

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Click or tap here to enter text. | | | | | | | | | |
| **2. Capital works fund – contributions payable by periodic instalments or lump sum (section 78 of the Act)** | | | | | | | | | |
| **Total amount last determined** | | | | | | | | | |
| Amount |  | Period |  |  | | | | | |
| $Click or tap here to enter text. |  | Click or tap to enter a date. | to | Click or tap to enter a date. | |  | | | |
|  | | | |  | | | | | |
| Number of instalments payable (if contribution payable by instalments) | | | | | Click or tap here to enter text. | |  | | |
| **Amount of each instalment, period to which instalment relates and date due** | | | | | | | | | |
| Amount |  | Period |  |  | |  | | Date due | |
| $Click or tap here to enter text. |  | Click or tap to enter a date. | to | Click or tap to enter a date. | |  | | Click or tap to enter a date. |  |
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| $Click or tap here to enter text. |  | Click or tap to enter a date. | to | Click or tap to enter a date. | |  | | Click or tap to enter a date. |  |
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| Amount (if any) outstanding/unpaid | $Click or tap here to enter text. |
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| Amount (if any) in credit | $Click or tap here to enter text. |
|  |  |
| Discount (if any) applicable for early payment | $Click or tap here to enter text. |

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

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| Click or tap here to enter text. |

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| **3. Amounts payable for additional amenities or services (section 121 of the Act)** | | | | | | | | | | |
| Section 121 of the Act provides that an association may agree with the owner or occupier of a development  lot, a neighbourhood lot or a strata lot within the relevant scheme to provide amenities or services to the lot or to the owner or occupier of the lot. | | | | | | | | | | |
| **Total amount last determined owed by these lots** | | | | | | | | | | |
| Amount |  | Period |  |  | | | | | | |
| $Click or tap here to enter text. |  | Click or tap to enter a date. | to | Click or tap to enter a date. | |  | | | | |
|  | | | |  | | | | | | |
| If this certificate is requested by the owner of any of those lots, the following applies to the lot/s owned | | | | | | | | | Click or tap here to enter text. | |
|  | | | | |  | |  | | | |
| Number of instalments payable (if contribution payable by instalments) | | | | | Click or tap here to enter text. | |  | | | |
| **Amount of each instalment, period to which instalment relates and date due** | | | | | | | | | | |
| Amount |  | Period |  |  | |  | | Date due | | |
| $Click or tap here to enter text. |  | Click or tap to enter a date. | to | Click or tap to enter a date. | |  | | Click or tap to enter a date. | |  |
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| Amount (if any) outstanding/unpaid | $Click or tap here to enter text. |
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| Amount (if any) in credit | $Click or tap here to enter text. |
|  |  |
| Discount (if any) applicable for early payment | $Click or tap here to enter text. |

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

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| Click or tap here to enter text. | | | |
| **4. Special contributions to the administrative or capital works or other fund (section 84(4) of the Act)** | | | |
|  | | | |
| Amount of any levy payable under section 84(4) of the Act | $Click or tap here to enter text. | |  |
|  |  | |  |
| Date on which determination made under section 84(4) of the Act | Click or tap to enter a date. | |  |
|  |  | |  |
| Number of instalments payable (if contribution payable by instalments) | Click or tap here to enter text. |  |  |

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| **Amount of each instalment and date due** | | | |
| Amount |  | Date due |
| $Click or tap here to enter text. |  | Click or tap to enter a date. |
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| $Click or tap here to enter text. |  | Click or tap to enter a date. |
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| $Click or tap here to enter text. |  | Click or tap to enter a date. |
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| $Click or tap here to enter text. |  | Click or tap to enter a date. |

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| Amount (if any) outstanding | $Click or tap here to enter text. |
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| Amount (if any) in credit | $Click or tap here to enter text. |

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

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| Click or tap here to enter text. |

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

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| Click or tap here to enter text. |

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| **5. Money unpaid under by-law conferring a right or privilege** | | | | | |
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| Amount payable under an association property rights by-law | | $Click or tap here to enter text. | |  |  |
|  | |  | | |  |
| Date when amount due | Click or tap to enter a date. |  | | |  |
|  |  |  | | |  |
| Period to which amount relates | Click or tap to enter a date. | to | Click or tap to enter a date. | |  |

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| **6. Contributions towards costs of legal proceedings** | | | |
|  | | | |
| Amount of any levy payable under section 95 of the Act | $Click or tap here to enter text. | |
|  |  | |
| Date on which determination made under section 95 of the Act | Click or tap to enter a date. | |
|  |  | |
| Number of instalments payable (if contribution payable by instalments) | Click or tap here to enter text. |  |

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| **Amount of each instalment and date due** | | | |
| Amount |  | Date due |
| $Click or tap here to enter text. |  | Click or tap to enter a date. |
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| $Click or tap here to enter text. |  | Click or tap to enter a date. |
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| $Click or tap here to enter text. |  | Click or tap to enter a date. |
|  |  |  |
| $Click or tap here to enter text. |  | Click or tap to enter a date. |

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| Amount (if any) outstanding | $Click or tap here to enter text. |
|  |  |
| Amount (if any) in credit | $Click or tap here to enter text. |

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

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| Click or tap here to enter text. |

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

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| Click or tap here to enter text. |

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| **7. Amount recoverable in relation to work carried out by the association on or in relation to the lot** | | |
| **r** | | |
| Amount (if any) recoverable under section 118 of the Act | $Click or tap here to enter text. |

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| **8. Rate of interest payable on contributions** | | | |
|  | | | |
| Rate of interest payable under section 90 of the Act on contributions | Click or tap here to enter text. | % |
|  |  | |
| Amount of interest payable in relation to outstanding contributions | $Click or tap here to enter text. | |

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| **9. Amount of unpaid contributions recoverable as a debt** | | |
|  | | |
| Amount of any contribution recoverable as a debt under section 91 of the Act | $Click or tap here to enter text. |

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| **10. Particulars of association roll for lot to which certificate relates** |
|  |
| Name |
| Click or tap here to enter text. |
| Address |
| Click or tap here to enter text. |
| Name and address for service of notices on each mortgagee, covenant chargee or other person who has given notice to the association under section 20 of the Act |
| Name |
| Click or tap here to enter text. |
| Address |
| Click or tap here to enter text. |
| Capacity |
| Click or tap here to enter text. |

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| **11. Managing agent** |
|  |
| Name of managing agent (if any) appointed under section 53 of the Act |
| Name |
| Click or tap here to enter text. |
| Address |
| Click or tap here to enter text. |

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| **12. Members of association committee** | | | |
| Name and address of each member of association committee | | | |
|  | Name |  | Address |
| Member 1 | Click or tap here to enter text. |  | Click or tap here to enter text. |
|  |  |  |  |
| Member 2 | Click or tap here to enter text. |  | Click or tap here to enter text. |
|  |  |  |  |
| Member 3 | Click or tap here to enter text. |  | Click or tap here to enter text. |
|  |  |  |  |
| Member 4 | Click or tap here to enter text. |  | Click or tap here to enter text. |
|  |  |  |  |
| Member 5 | Click or tap here to enter text. |  | Click or tap here to enter text. |
|  |  |  |  |
| Member 6 | Click or tap here to enter text. |  | Click or tap here to enter text. |
|  |  |  |  |
| Member 7 | Click or tap here to enter text. |  | Click or tap here to enter text. |
|  |  |  |  |
| Member 8 | Click or tap here to enter text. |  | Click or tap here to enter text. |
|  |  |  |  |
| Member 9 | Click or tap here to enter text. |  | Click or tap here to enter text. |
| Office bearers: | | | |
| Chairperson | Click or tap here to enter text. | | |
|  |  | | |
| Secretary | Click or tap here to enter text. | | |
|  |  | | |
| Treasurer | Click or tap here to enter text. | | |
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| **Items 13 and 14 must be completed if the scheme is also part of a community or precinct scheme.** | | | | | | | | | | | | | | | | | | | | | | | | |
| Name of community association (if any): | | | | | | | | | | | | | | | | | | | | | | | | |
| Click or tap here to enter text. | | | | | | | | | | | | | | | | | | | | | | | | |
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| Community lot number(s) for precinct or neighbourhood or strata scheme | | | | | | | Click or tap here to enter text. | | |  | | Click or tap here to enter text. | | | |  | Click or tap here to enter text. | | | |  | Click or tap here to enter text. | |
|  |  |  |  | |  |  | | | | |  | |  | | | | |  | |  | | |
| Address for service of notices: | | | | | | | | | | | | | | | | | | | | | | | | |
| Click or tap here to enter text. | | | | | | | | | | | | | | | | | | | | | | | | |
|  |  |  |  | |  |  | | | | |  | |  | | | | |  | |  | | |
| Name of precinct association (if any): | | | | | | | | | | | | | | | | | | | | | | | | |
| Click or tap here to enter text. | | | | | | | | | | | | | | | | | | | | | | | | |
|  |  |  |  | |  |  | | | | |  | |  | | | | |  | |  | | |
| Precinct lot number(s) for neighbourhood or strata scheme | | | | Click or tap here to enter text. | | | |  | Click or tap here to enter text. | | | | |  | Click or tap here to enter text. | | | |  | Click or tap here to enter text. | | |
|  |  |  |  | |  |  | | | | |  | |  | | | | |  | |  | | |
| Address for service of notices: | | | | | | | | | | | | | | | | | | | | | | | | |
| Click or tap here to enter text. | | | | | | | | | | | | | | | | | | | | | | | | |

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| **13. Contributions payable to administrative fund of community association or precinct association** | | | | | | | | | |
| **Total amount last determined with respect to the lots comprising the scheme** | | | | | | | | | |
| Amount |  | Period |  |  | |
| $Click or tap here to enter text. |  | Click or tap to enter a date. | to | Click or tap to enter a date. | |  | | |
|  | | | |  | | | | | |
| Number of instalments payable (if contribution payable by instalments) | | | | | Click or tap here to enter text. |  | | | |
|  | | | |  | | | | | |
| **Amount of each instalment, period to which instalment relates and date due** | | | | | | | | | |
| Amount |  | Period |  |  | |  | Date due |
| $Click or tap here to enter text. |  | Click or tap to enter a date. | to | Click or tap to enter a date. | |  | Click or tap to enter a date. |
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| Amount (if any) outstanding | $Click or tap here to enter text. |
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| Amount (if any) in credit | $Click or tap here to enter text. |
|  |  |
| Discount (if any) applicable for early payment | $Click or tap here to enter text. |

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

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| Click or tap here to enter text. |

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| **14. Contributions payable to capital works fund of community association or precinct association** | | | | | | | | |
| **Total amount last determined with respect to the lots comprising the scheme** | | | | | | | | |
| Amount |  | Period |  |  | |
| $Click or tap here to enter text. |  | Click or tap to enter a date. | to | Click or tap to enter a date. | |  | | |
|  | | | |  | | | | |
| Number of instalments payable (if contribution payable by instalments) | | | | | Click or tap here to enter text. |  | | |
|  | | | |  | | | | |
| **Amount of each instalment, period to which instalment relates and date due** | | | | | | | | |
| Amount |  | Period |  |  | |  | Date due |
| $Click or tap here to enter text. |  | Click or tap to enter a date. | to | Click or tap to enter a date. | |  | Click or tap to enter a date. |
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| $Click or tap here to enter text. |  | Click or tap to enter a date. | to | Click or tap to enter a date. | |  | Click or tap to enter a date. |
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| $Click or tap here to enter text. |  | Click or tap to enter a date. | to | Click or tap to enter a date. | |  | Click or tap to enter a date. |
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| Amount (if any) outstanding | $Click or tap here to enter text. |
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| Amount (if any) in credit | $Click or tap here to enter text. |
|  |  |
| Discount (if any) applicable for early payment | $Click or tap here to enter text. |

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

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| Click or tap here to enter text. |

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| **Item 15 must be completed if the association is required to pay to any other person or body any amount not connected to the maintenance or insurance of the common property.** |

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| **15. Amount payable to any other person or body** | | | | |
| Name of person or body | | | | |
| Click or tap here to enter text. | | | | |
|  |  |  |  |
| Brief statement as to the purpose of the payment: | | | | |
| Click or tap here to enter text. | | | | |

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| If next payment known | Amount | $Click or tap here to enter text. | Date due | Click or tap to enter a date. |  |
|  | |  |  |  | |
| Amount (if any) outstanding | | $Click or tap here to enter text. |  |  | |
|  | |  |  |  | |
| Amount (if any) in credit | | $Click or tap here to enter text. |  |  | |

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| **The common seal of the association – Community/ Precinct/ Neighbourhood Plan No:** | | | | | |  | | | | | |  | |
|  | | | | | | | | |  |  | | |
| Was hereunto affixed on the | | | Click or tap here to enter text. | day of | Click or tap here to enter text. | | | 20 | | Click or tap here to enter text. |  | |
|  | | |  |  |  | |  | |  |  | | |
| In the presence of | | Click or tap here to enter text. | | | | | | | | | | |
|  | | |  | | | | | | | | | |
| and | Click or tap here to enter text. | | | | | | | | | | | |
|  |  | | | | | | | | | | | |
| being the person(s) authorised by section 235 of the *Community Land Management Act 2021* to attest to the affixing of the seal. | | | | | | | | | | | | |

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| --- |
| **Note.**  **Section 175 of the Act provides:**  **175 Association information certificate is evidence of matters stated in it**  An association 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 an estate or interest in a lot to which the certificate relates. |