

REQUEST BODY CORPORATE APPROVAL TO INSTALL AN AIR CONDITIONER

Please complete this form and return to your Body Corporate Manager. Your request will be forwarded to the committee for their consideration and approval and you will be notified in due course. Please note Sunstate Strata are not authorised to approve your application. You should not commit to any purchase or installation date prior to obtaining approval.

The following particulars are required to assist the committee make their decision.

Body Corporate Details:

Building Name:		Lot No:		Unit No:	
Address of Building:					

Details of Proposed Air Conditioning System (Discuss with your supplier/ installer if you are not sure)

Ducted Evaporative:	Ducted Refrigerated:	Wall Mount Split:	Window/ Wall Mount:		
Brand:	Model No.	Inverter type: YES/NO	Reverse Cycle: YES/NO		
Kilowatt Rating:	Decibel Rating:	No. of External Units:	Time Frame for Installation:		
Name & Contact Details of Installer:					
Do you currently have air conditioners: YES/NO		Details of current system:			
Is unit located within the confines of the balcony: YES/NO		If No, please specify location:			
Will the condenser be visible from common property: YES/NO		Will the condenser be visible from another lot: YES/NO			
What is the distance to the closest adjoining lot:		Specify location:	Front of lot	Rear of lot	Side of lot
Floor mounted: YES/NO	Wall mounted: YES/NO	Fixing method:			
Method of extracting condensate:					
Please attach a diagram (one A4 page) showing the location of the condenser/s in relation to the layout of your lot and surrounding lots with a plan and elevation views.					
Any other details that may assist the Body Corporate Committee in considering your request:					

All fields are mandatory – information must be provided

NB – If you have any documentation, photographs etc. that may assist with the committee's decision please attach them to this request.

- I declare that the information provided is true and correct.
- I have reviewed the Body Corporate By-laws and have addressed the relevant conditions of those By-laws in this application.
- I will abide by the Body Corporate Committees decision and conform to the conditions imposed by the Body Corporate By-laws and the Committee.

Signed: _____ Date: _____

(Please print name): _____