

PROPOSED IMPROVEMENTS TO COMMON PROPERTY

Please complete this form and return to Sunstate Strata. Your request will be forwarded to the Committee for their consideration and approval and you will be notified in due course. Please note that Sunstate Strata are not authorised to approve your application.

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

Body Corporate Details:

Building Name:	
Address of Building:	
Lot Number (unit number):	

Personal Details

Name:	
Address:	
Contact Phone No.:	
Email:	

Details of works you wish to carry out, including description, colour, materials, size etc *

--

Approximate length of time of works

--

Approximate hours tradespeople will be carrying out works (please note that works are unable to commence earlier than 8am and no later than 5pm)

--

Will the proposed works require the use of Jack Hammers? **Please note that approval must be granted to commence jack hammering as other lot owners will need to be advised.*

YES

NO

Any special requirements for the tradespeople. Eg. Parking, access etc

I confirm that the information above is true and correct and I acknowledge that I have read and accepted all conditions as stipulated in the Body Corporate By-laws.*

AGREE

I acknowledge that I will be responsible for all costs associated with making good any damage caused by the tradespeople. I acknowledge that I will be responsible for ensuring the tradespeople abide by the Body Corporate By-laws. I acknowledge that I will be responsible for obtaining any Council approvals required.

All fields are mandatory – information must be provided

NB – If you have any documentation, photographs, plans 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): _____