**Approved form under:** *Strata Schemes Management Act 2015 (section 184)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
| 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. |  |  |
|  |  |  |  |
| Strata 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 authorized person, authorized by: | [ ]  Owner | [ ]  Mortgagee | [ ]  Covenant chargee |
| Name | Click or tap here to enter text. |
|  |  |
| Address | Click or tap here to enter text. |
|  |  |

# 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: |
| Click or tap here to enter text. |

|  |
| --- |
| **2. Administrative fund–contributions payable by regular periodic instalments or lump sum (section 73 (1) 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. |  |
|  |  |  |  |  |  |  |
| $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. |
|  |  |
| 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. |
| **3. Capital works fund – contributions payable by periodic instalments or lump sum (section 74 (1) 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. |  |
|  |  |  |  |  |  |  |
| $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. |  |
|  |  |  |  |  |  |  |
| $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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| **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 |  |  |
| $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. |  |
|  |  |  |  |  |  |  |
| $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. |
| **5. Special contributions to the administrative or capital works or other fund (section 81 (4) of the Act)** |
|  |
| Amount of any levy payable under section 81 (4) of the Act | $Click or tap here to enter text. |  |
|  |  |  |
| Date on which determination made under section 81 (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. |
|  |  |  |
| $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. |
|  |  |
| 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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| **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 | $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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| **7. Proposals for funding matters set out in the 10 year capital works plan** |
|  |
| Click or tap here to enter text. |
|  |
| Click or tap here to enter text. |
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| Click or tap here to enter text. |
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| Click or tap here to enter text. |
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| Click or tap here to enter text. |
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| Click or tap here to enter text. |

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| **8. Contributions towards costs of legal proceedings** |
|  |
| Amount of any levy payable under section 90 of the Act | $Click or tap here to enter text. |
|  |  |
| Date on which determination made under section 90 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. |
|  |  |  |
| $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. |
|  |  |  |
| $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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| **9. Amount recoverable in relation to work carried out by owners corporation** |
|  |
| Amount (if any) recoverable under section 120 of the Act | $Click or tap here to enter text. |

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| **10. Rate of interest payable on contributions** |
|  |
| Rate of interest payable under section 85 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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| **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 | $Click or tap here to enter text. |
|  |  |
| Amount of any contribution recoverable as a debt under section 86 of the Act | $Click or tap here to enter text. |

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| **11A. Particulars of outstanding orders**  |
|  |
|  |

Particulars of any outstanding building product rectification orders under the [*Building Products (Safety) Act 2017*](https://www.legislation.nsw.gov.au/#/view/act/2017/69).

|  |
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| **12. Particulars on strata 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 owners corporation under section 22 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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| **13. Strata managing agent and building manager** |
|  |
| Name of strata managing agent (if any) appointed under section 49 of the Act |
| Name |
| Click or tap here to enter text. |
| Address |
| Click or tap here to enter text. |
| Name of building manager (if any) appointed under section 67 of the Act |
| Name |
| Click or tap here to enter text. |
| Address |
| Click or tap here to enter text. |

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| **14. Members of strata committee** |
| Name and address of each member of strata 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. |
|  |  |
| **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: |
| Click or tap here to enter text. |

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| **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. | 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. |  | Click or tap to enter a date. |  | Click or tap to enter a date. |
| Amount of last premium |  | Name of insurance broker (if relevant) |  | Address of insurance broker (if relevant) |
| $Click or tap here to enter text. |  | Click or tap here to enter text.  |  | Click or tap here to enter text.  |
|  | Type of policy |  | Name of insurer |  | Policy number |  | Sum insured |  | Date due |  | Date when last premium paid |
| 2. | 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. |  | Click or tap to enter a date. |  | Click or tap to enter a date. |
| Amount of last premium |  | Name of insurance broker (if relevant) |  | Address of insurance broker (if relevant) |
| $Click or tap here to enter text. |  | Click or tap here to enter text. |  | Click or tap here to enter text. |
|  | Type of policy |  | Name of insurer |  | Policy number |  | Sum insured |  | Date due |  | Date when last premium paid |
| 3. | 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. |  | Click or tap to enter a date. |  | Click or tap to enter a date. |
| Amount of last premium |  | Name of insurance broker (if relevant) |  | Address of insurance broker (if relevant) |
| $Click or tap here to enter text. |  | Click or tap here to enter text. |  | Click or tap here to enter text. |
|  | Type of policy |  | Name of insurer |  | Policy number |  | Sum insured |  | Date due |  | Date when last premium paid |
| 4. | 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. |  | Click or tap to enter a date. |  | Click or tap to enter a date. |
| Amount of last premium |  | Name of insurance broker (if relevant) |  | Address of insurance broker (if relevant) |
| $Click or tap here to enter text. |  | Click or tap here to enter text. |  | Click or tap here to enter text. |

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| **Items 17 and 18 must be completed if the strata scheme is also part of a community scheme.** |
| Name of community association (if any): |
| Click or tap here to enter text. |
|  |  |  |  |  |  |  |  |  |  |
| Community lot number(s) for precinct 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 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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| **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 |  |  |
| $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. |
|  |  |
| 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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| **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 |  |  |
| $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. |
|  |  |  |  |  |  |  |
| $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. |
|  |  |  |  |  |  |  |
| $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. |

|  |  |
| --- | --- |
| Amount (if any) outstanding | $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:

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| Click or tap here to enter text. |

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| **Item 19 must be completed if the strata scheme is a member of a building management committee.** |
| Name of building management committee: |
| Click or tap here to enter text. |
|  |  |  |  |
| Address for service of notices: |
| Click or tap here to enter text. |

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| **19. Contributions payable to the building management committee** |
| **Total amount last determined with respect to the lots comprising the strata 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. |
|  |  |  |  |  |  |  |
| $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. |
|  |  |  |  |  |  |  |
| $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. |
|  |  |  |  |  |  |  |
| $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. |

|  |  |
| --- | --- |
| Amount (if any) outstanding | $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:

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| Click or tap here to enter text. |

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| **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.** |

|  |
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| **20. 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. |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 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. |  |  |

|  |  |  |
| --- | --- | --- |
| **The common seal of the Owners Corporation – Strata Plan No:** | Click or tap here to enter text. |  |
|  |  |  |
| 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 273 of the *Strata Schemes Management Act 2015* to attest the affixing of the seal. |

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| --- |
| **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. |