

UPDATE DETAILS FORM

We draw your attention to Sec 119 of the Strata Schemes Management Act 1996, which states that –

22 Name of Occupier: That pursuant to Sec 119, Owners are required to advise the Owners Corporation of the full name of occupiers of a lot immediately that they take possession of the lot.

Please fill in and return this form to our office either by mail, fax or email (info@perpetualstrata.com.au) at your earliest convenience.

STRATA PLAN LOT UNIT

Full Name/s of All Registered Owners

Title Surname Other Names

Title Surname Other Names

Title Surname Other Names

Contact Details

Home Work

Mobile Fax

Email

Residential Address

Postal Address

.....
.....

Agent's Details

Tenant's Details

Agency Name Tenant's Name

Work Mobile

Fax Home

Mobile Commencement of Lease

Email Expiry of Lease

PLEASE SELECT YOUR PREFERENCES

Place a tick in the appropriate circles below (one box per row).

	Agent's Address	Agent's Email	Owner's Address	Owner's Email
AGM/EGM Notices & Minutes to be sent to:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Correspondence (letters) to be sent to:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Levy Notice to be sent to:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

I hereby declare that all the above information is correct to my knowledge. I understand the accuracy of contact details supplied to Perpetual Strata Management is my sole responsibility and that I should notify Perpetual Strata Management immediately if any of my details change.

SIGNED:

DATE: