

Schedule 8 Forms

Form 1 Certificate under section 109 of the Strata Schemes Management Act 1996

Date of certificate

Strata scheme in respect of which certificate issued – Strata Plan No.

Lot in respect of which certificate issued Lot No.

Strata Plan No.

Person requesting certificate

Name
(owner/mortgagee/covenant chargee/authorised person)

Address

If authorised person, authorised by

Name
(owner/mortgagee/covenant chargee/authorised person)

Address
(owner/mortgagee/covenant chargee)

The owners corporation certifies the following with respect to the lot the subject of this certificate:

1 Administrative fund—contributions payable by regular periodic instalments or lump sum (section 76 (1) of the Act)

Total amount last determined

Amount	Period	
.....	to

Number of instalments payable (if contribution payable by instalments)

Amount of each instalment, period to which instalment relates and date due

Amount	Period	Date due
.....	to
.....	to
.....	to
.....	to

Amount (if any) outstanding

Amount (if any) in credit

Discount (if any) applicable for early payment

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

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.....
.....
.....

2 Sinking fund—contributions payable by periodic instalments or lump sum (section 76 (1) of the Act)

Total amount last determined

Amount	Period
..... to

Number of instalments payable (if contribution payable by instalments)

Amount of each instalment, period to which instalment relates and date due

Amount	Period	Date due
..... to
..... to
..... to
..... to

Amount (if any) outstanding

Amount (if any) in credit

Discount (if any) applicable for early payment

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

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3 Special contributions to the administrative fund (section 76 (4) of the Act)

Amount of any levy payable under section 76 (4) of the Act

Date on which determination made under section 76 (4) of the Act

Number of instalments payable (if contribution payable by instalments)

Amount of each instalment and date due

Amount	Date due
.....
.....
.....
.....

Amount (if any) outstanding

Amount (if any) in credit

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

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

4 Money unpaid under by-law conferring a right or privilege (section 53 of the Act)

Amount payable under a by-law referred to in section 53 of the Act

Date when amount due

Period to which amount relates to

5 Contributions towards costs of proceedings (section 229 of the Act)

Amount of any levy payable under section 229 of the Act

.....

Date on which determination made under section 229 of the Act

Number of instalments payable (if contribution payable by instalments)

Amount of each instalment and date due

Amount	Date due
.....
.....
.....
.....

Amount (if any) outstanding

Amount (if any) in credit

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

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

6 Amounts recoverable in relation to work carried out by owners corporation

Amount (if any) recoverable under section 63 of the Act

7 Rate of interest payable on contributions

Rate of interest payable under section 79 of the Act on contributions%

Amount of interest payable in relation to outstanding contributions \$.

8 Amount of unpaid contributions and pecuniary penalties

Amount of any unpaid pecuniary penalty that is a charge on the lot by reason of section 206 of the Act
.

Amount of any contribution recoverable as a debt under section 80 of the Act
.

9 Particulars on strata roll for lot to which certificate relates

Name of owner Name

Address for service of notices on owner Address
.

Name and address for service of notices on each mortgagee, covenant charge or other person who has given notice to the owners corporation under section 118 of the Act

Name

Address

Capacity

10 Managing agent and caretaker

Name of managing agent (if any) appointed under section 26 of the Act

Name

Address

Name of caretaker (if any) appointed under section 40A of the Act

Name

Address

11 Members of executive committee

Name and address of each member of executive committee:

	Name	Address
Member 1
Member 2
Member 3
Member 4
Member 5
Member 6
Member 7
Member 8
Member 9

Office bearers:

Chairperson

Secretary

Treasurer

12 By-laws

Particulars of any by-laws made by the owners corporation within the 2-year period before the date of this certificate that have not been lodged at the office of the Registrar-General as at that date:

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.
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13 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	When last premium paid	Amount of last premium
.....
.....
.....
.....
.....
.....
.....
.....

Name of each insurance broker for each policy (if relevant)
 Name
 Address

Items 14 and 15 must be completed if the strata scheme is also part of a community scheme

Name of community association (if any)
 Community lot number(s) for precinct or strata scheme
 Address for service of notices

 Name of precinct association (if any)
 Precinct lot number(s) for strata scheme
 Address for service of notices

14 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	
.....	to

Number of instalments payable (if contribution payable by instalments)

Amount of each instalment, period to which instalment relates and date due

Amount	Period	Date due
..... to
..... to
..... to
..... to

Amount (if any) outstanding

Amount (if any) in credit

Discount (if any) applicable for early payment

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

.....

.....

.....

15 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
..... to

Number of instalments payable (if contribution payable by instalments)

Amount of each instalment, period to which instalment relates and date due

Amount	Period	Due date
..... to
..... to
..... to
..... to

Amount (if any) outstanding

Amount (if any) in credit

Discount (if any) applicable for early payment

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

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.....

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Item 16 must be completed if the strata scheme is a member of a building management committee

Name of building management committee

Address for service of notices

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16 Contributions payable to the building management committee

Total amount last determined with respect to the lots comprising the strata scheme

Amount	Period
. to

Number of instalments payable (if contribution payable by instalments)

Amount of each instalment, period to which instalment relates and date due

Amount	Period	Date due
. to
. to
. to
. to

Amount (if any) outstanding

Amount (if any) in credit

Discount (if any) applicable for early payment

Brief statement as to the reason for any amount outstanding or in credit
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Item 17 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

17 Contributions payable to any other person or body

Name of person or body

Brief statement as to the purpose of the payment:
.
.
.

If next payment known: Amount Due date

Amount (if any) outstanding

Amount (if any) in credit

The common seal of the owners—Strata Plan No.:

Was hereunto affixed on the day of 20

in the presence of

and

being the person(s) authorised by section 238 of the *Strata Schemes Management Act 1996* to attest the affixing of the seal.

Note: Section 109 (8) of the Act provides:

(8) Certificate is evidence of matters stated in it

A certificate given under this section 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.