Application to Carry out Alterations to Lot

Applicant Details

Name(s): _____

Proprietor   /   Property Manager   *(please circle one)*

Contact Details *(please provide at least one)*

Phone: _____   Fax: _____

Email: _____

Address of Strata Property

Building Name (if applicable): _____

Unit Number: _____   Street: _____

Description of Proposed Alteration/Addition

☐ Antenna or Satellite Dish ☐ Security Screens/Doors   ☐ Double Glaze Windows

☐ Patio/Pergola   ☐ Other _____

Has approval from the Local Council been obtained?   ☐ Yes   /   ☐ No
(If Yes, please attach a copy)

Approximate Value of Works $_____

If the alteration/addition is approved, will there be any special requirements during works (e.g. skip bin onsite, scaffold, heavy machinery etc)?   ☐ Yes   /   ☐ No

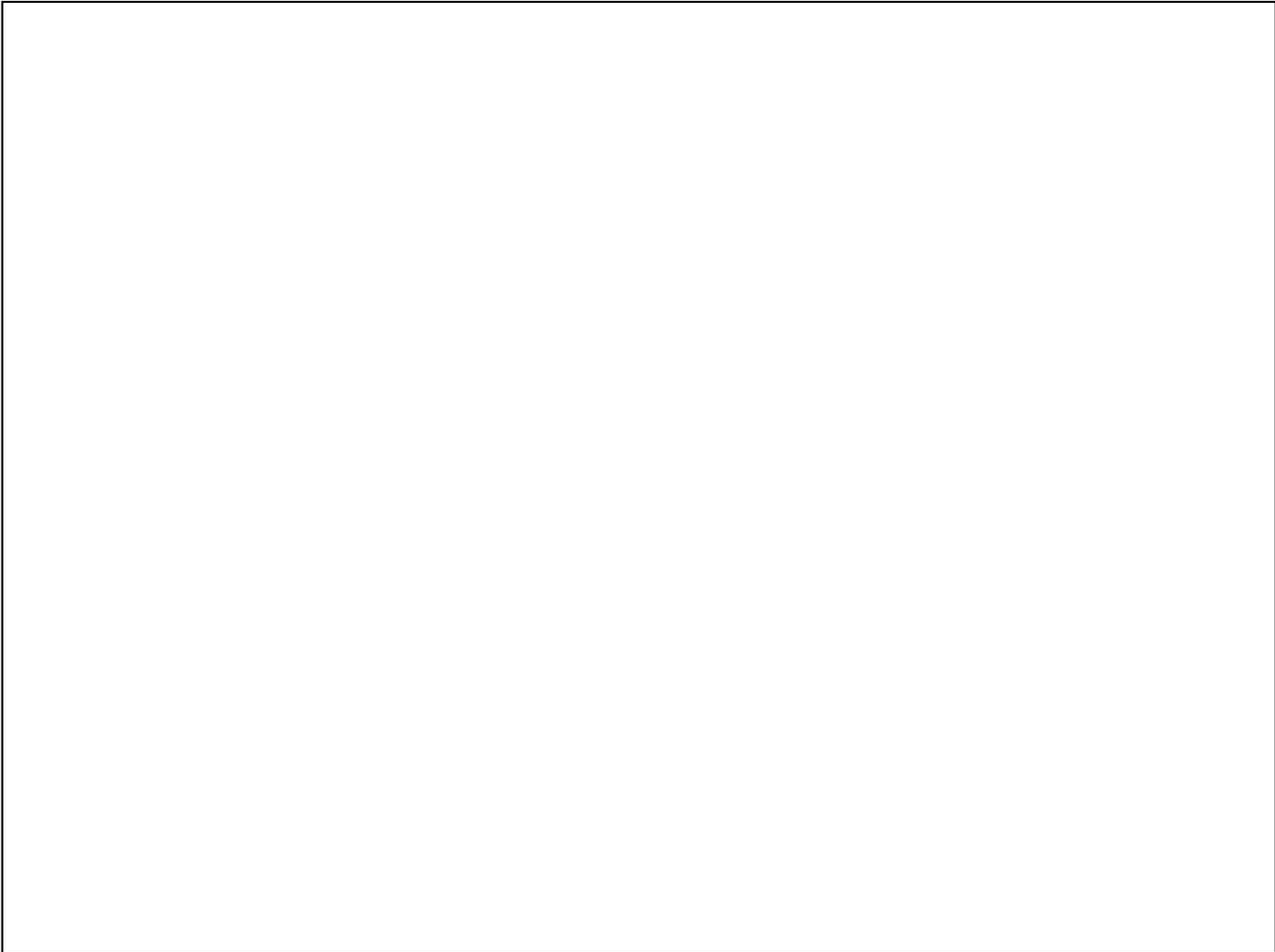If Yes, provide details _____
_____

Will any of the alterations listed above affect the external surface of the building in any way?
☐ Yes   /   ☐ No

If you answered Yes to this question, full details of the alterations must be provided.
Please sketch proposed changes on the next page, or attach separate diagrams/drawings

Sketch/Diagram

If required, attach additional pages

Notes:

_____
_____
_____
_____
_____
_____
_____

Conditions

In accordance with Schedule 2 Conduct By-Law 14 of the Strata Titles Act 1985, a proprietor, occupier or other resident of a lot shall not, without the written consent of the Strata Company, **maintain within the lot anything visible from outside the lot that, viewed from outside the lot, is not in keeping with the rest of the building**.

ALTERATION TO LOT (NOT STRUCTURAL)

Therefore to obtain permission the applicant must seek consent from the Strata Company and be supported by votes having a value of not less than 50% of the aggregate unit entitlement of the lots in the scheme and of the proprietors of not less than 50% of the lots in the scheme and ensure that the votes against the resolution do not have a value of 25% or more of the aggregate unit entitlement of the lots in the scheme or are not cast by the proprietors of 25% or more of the lots in the scheme. If approved, the following conditions will form part of the approval. Please note, further conditions may apply to your application.

1. *The proposed additions/alterations are to be in accordance with the building by-laws of the Local Authority (if applicable).*

2. *The Strata Company will be fully indemnified against any damage of any kind whatsoever, which may be done to the development or to any property under their control and that should damage be incurred by the applicant or his agents, employees, trades-persons, tenants etc, that the damage will be immediately repaired and made good at the sole expense of the applicant.*

3. *All costs, fees and charges in respect of the alteration/addition will be at the applicant's sole expense. The Strata Company will be further indemnified against any claim of any nature whatsoever from whomsoever, which may arise at any time, concerning the non payment of moneys owing with respect to the work performed.*

4. *The alterations be in keeping with the visual aesthetics of the development and that materials used within the existing development only be used.*

5. *The proprietor of the Unit from time to time will be responsible for all required maintenance to the alteration/addition.*

IMPORTANT: This is an <u>application only</u> and is strictly subject to the prior approval of the Strata Company. No work may commence until a formal written approval is given.

I/We _____ Proprietor of Unit _____

of (street address) _____ agree to the terms and conditions listed above for our application and note that further conditions may apply to our request. We understand that our application must be approved by the Strata Company before any works can be arranged

_____   _____

Signed   **Signed**

Date _____