



Information required by body corporate

Body Corporate and Community Management Act 1997

This form is effective from 1 June 2010

Section 1	
	Owner's name Postal address Suburb State <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Postcode <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Section 2	
<p><i>Section 203</i> of the Act states that the body corporate may serve notice on a person who has failed to provide certain information required under the Act or a regulation module. The body corporate considers that you have not provided information in respect of the following lot.</p>	Name of scheme CTS/CMS number Lot number Plan number
Section 3	
<p>Brief details of the information which you have failed to provide, and the relevant provision of the Act or regulation module, are as follows.</p>
Section 4	
<p>You are required to either complete the attached notice where indicated or supply the following information, or both, within 28 days. Information required by body corporate.</p>
<p><i>Section 203</i> also provides that you may incur a penalty if you fail to comply with this notice within the required time.</p>	Signature of Secretary Dated: <input type="checkbox"/> <input type="checkbox"/> / <input type="checkbox"/> <input type="checkbox"/> / <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <small style="margin-left: 100px;">D D / M M / Y Y Y Y</small> Name of Secretary Address for reply Suburb State <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Postcode <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Phone number Fax number