

APPLICATION FOR IMPROVEMENT TO YOUR LOT

Building Name.....

Lot No Your Name

Your Address

Your Contact Phone

Your Email

Your Status (Please Circle): Owner / Tenant / Agent / Other (please specify)

Location of Improvement:

.....
.....

Details of Improvement:

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

Plans enclosed? YES / NO

Are any other Units affected? YES / NO

(If Yes, please specify)

Please insert/draw a diagram if possible/applicable:

Terms & Conditions:

IF approval is granted by the Body Corporate, it will be subject to the following conditions being adhered to:

1. That the installation is carried out by a licensed and insured tradesperson;
2. That the installation does not compromise the integrity of the soundproofing between your floor and the Unit below (if applicable) or properties either side;
3. That the installation and future maintenance of the installation is at the expense of the Owner (at the time);
4. That the installation be maintained to the satisfaction of the Committee;
5. The Lot Owner shall be responsible for effecting any additional insurance cover for the improvements to the Lot at the cost of the Lot Owner;
6. That building works will comply with all noise regulations as set by the local government;
7. Should any of the conditions of approval be breached, the Committee reserves the right to request the installation be removed at the Owner's expense;
8. Tradesmen are to place protective covering over carpets in foyers and lifts/stairwells so as to not damage or dirty the carpet (if applicable);
9. If any common property areas are damaged by tradesmen, the cost to fix and/or clean the damage will be paid for by the Owner.
10. The applicant acknowledges that, in accordance with the Administration Agreement with Strata Sphere Management, the process of all applications for improvements incurs a processing fee of \$75.00 per application.

Name

Signature

Date

OFFICE USE ONLY	
Registered Owner	YES / NO
Co Nominee	YES / NO
Application Invoice Raised	YES / NO
Application Fee Paid	YES / NO