



APPLICATION TO REGISTER A COMMUNITY TITLE SCHEME

Form 061 - ACTS

Land Titles Act 1925

LODGING PARTY DETAILS

Name	Email Address	Customer Reference Number	Contact Telephone Number

TITLE AND LAND DETAILS PROPOSED AS COMMON PROPERTY

Volume & Folio	District/Division	Section	Block	Lot

TITLE AND LAND DETAILS NOT PROPOSED AS COMMON PROPERTY

Volume & Folio	District/Division	Section	Block	Lot

ADDRESS FOR SERVICE OF THE BODY CORPORATE

PO Box/Street No	Street Name & Suburb	State/Territory	Postcode

SCHEME DOCUMENTS TO BE ATTACHED

1. Master Plan containing -
 - a) A site plan that:
 - delineates the site;
 - shows each lot included in the scheme;
 - identifies the lots that are common property; and,
 - shows the position of all buildings on the site.
 - b) A sketch that complies with the regulations showing the expected appearance of the finished development.
 - c) A description of the general theme (if any) of the development (for example, the architectural style or the nature of landscaping.
 - d) Any other information prescribed by regulation.
2. Management Statement
3. Constituent Documents (if applicable)
4. By Laws

CERTIFICATION **Delete the inapplicable***Applicant**

- *The Certifier has taken reasonable steps to verify the identity of the Applicant or his, her or its administrator or attorney.
- *The Certifier holds a properly completed Client Authorisation for the Conveyancing Transaction including this Registry Instrument or Document.
- *The Certifier has retained the evidence to support this Registry Instrument or Document.
- *The Certifier has taken reasonable steps to ensure that the Registry Instrument or Document is correct and compliant with relevant law and any Prescribed Requirement.

Signed By:

<Name of certifying party>
<Capacity of certifying party>

for: <Company name>

on behalf of the Applicant

OFFICE USE ONLY

Lodged by		Registered by	
Data entered by		Registration date	
Plan Number			