



APPLICATION FOR MINOR RENOVATIONS IN A LOT

To the Secretary & Strata Managing Agent

Strata Plan No.....

Email to: Info@strataunitmanagement.com.au

Address.....

.....

I/We.....the Owner(s) of Lot.....hereby give notice to the Owners Corporation care of the Secretary /Strata Managing Agent for the intention to undertake

Owners Minor Renovations on my/our property.

1. Detail of Minor Renovations to be undertaken, including type of work, materials to be used, method of installation, and proposed location:

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2. Name of Contractor :

3. Contractor's Licence No.....

4. Details of Contractors current Insurances
(Please include copies of Public Liability and Workers Compensation)

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A: Suite 7, 1059-1063 Victoria Road, WEST RYDE NSW 2114

M. A. PO Box 414 WEST RYDE NSW 1685

P: (02)90963927,(02)90963928

W:www.strataunitmanagement.com.au



5. Is Council approval required: Yes/No
6. If Yes, has application been made for Development Approval No.....
(D/A to be attached)
7. Date of work intends to start.....
8. Duration of works.....
9. **I have read Special By-Law 'Minor Renovations' and acknowledge that no work may commence unless approved in writing by the Owners Corporation.**
11. **I acknowledge that any Minor Renovations undertaken may be subject to special conditions as required by the Owners Corporation and I shall abide by these special conditions.**
12. **I acknowledge that the application fee for the additional approval meeting must be paid in advance and is non-refundable, regardless of whether the renovation is approved or not. (Price as delineated in the management agreement)**

Signature of Owner.....

Date.....

Received by Owners Corporation.....

Name & Date.....

Please attach any contractor licenses; floor plan, engineer report, electrician report, plumber report, builder report, acoustic certificates; insurance covers applicable to the proposed works