Contact Details

- The details provided here are for the use of your Owners Corporation and Platinum Strata Management as the strata managing agent. Details will not be passed to a third party without your prior approval.
- This form is not satisfactory for notification of change of owners. Appropriate legal documentation will be required before owner details can be changed on the strata roll.

STRATA PLAN NO.		***STRATA PLAN ADDRESS***		***LOT NUMBER***	

OWNER DETAILS							
LISTED OWNER(S)							
OWNERS ADDRESS	***UNIT NO.***		***STREET NO.***		***STREET NAME***		
	TOWN			***STATE***		***POSTCODE***	

OWNERS INDIVIDUAL CONTACT DETAILS			
OWNER A		***OWNER B***	
NAME		***NAME***	
PHONE (H)		***PHONE (H)***	
PHONE (W)		***PHONE (W)***	
MOBILE		***MOBILE***	
FAX		***FAX***	
EMAIL		***EMAIL***	

LOT OCCUPANCY DETAILS			
OWNER OCCUPIED	☐ YES NO ☐	***LEASED***	☐ YES NO ☐

MANAGING AGENT DETAILS			
AGENCY NAME			
ADDRESS			
PHONE		***FAX***	
CONTACT PERSON		***EMAIL***	

LEVIES AND NOTICE ADDRESS INFORMATION				
LEVIES NOTICE	*PLEASE SEND LEVY NOTICES TO:* ☐ CURRENT OWNERS ADDRESS ☐ MANAGING AGENTS ADDRESS ☐ TENANT ADDRESS ☐ OTHER [PLEASE INDICATE] ⇩	***MEETING NOTICES***	*PLEASE SEND MEETING NOTICES TO:* ☐ CURRENT OWNERS ADDRESS ☐ MANAGING AGENTS ADDRESS ☐ TENANT ADDRESS ☐ OTHER [PLEASE INDICATE] ⇩	**IMPORTANT NOTE** **EMAIL NOTIFICATION** From 1 September 2010 owners in all strata plans may elect to receive notices electronically. If you wish to receive your notices via email please indicate in the check box and include the required email address below. ⇩ ☐
OTHER ADDRESS FOR LEVIES & NOTICES				

THE ABOVE INFORMATION WAS SUPPLIED BY:

NAME: .... SIGNATURE: .....

DATE: ...../...../ .....