

# Owners Corporation Certificate Application Form

Owners Corporations Act 2006, Section 151, Owners Corporations Regulations 2018 and Owners Corporation Rules OC 22 (12/07)

## The Owners Corporation

Name and Plan Number of Owners Corporation

I/We request a copy of the Owners Corporation Certificate for the lot:

Vendor Name

Lot number(s)

Lot address(if different from above)

## Applicant's Details

Name(s)/ Company

Postal Address

Email Address (the certificate will be emailed unless otherwise specified)

Telephone number

## Cost of Owners Corporation Certificates

The prescribed statutory fees for ordering an Owners Corporation Certificate are as follows:

	Certificate in 6-10 business days	Certificate in 3-5 business days	Certificate in 2 business days
1 Owners Corporation (incl GST)	\$173.16	\$259.74	\$311.66
2 Owners Corporation (incl GST)	\$268.36	\$402.55	\$483.03
3 Owners Corporation (incl GST)	\$363.56	\$545.36	\$654.40
Unit Costs for Additional Owners Corporations	\$95.20	\$142.81	\$171.37

Please provide a copy of title searches for the Lots.

## Payment

- Electronic funds transfer to:  
ANZ Bank  
BSB: 013-350  
Account Number: 423399893  
Account Name: Positive Owners Corporation Management Pty Ltd

YOU MUST QUOTE THE LOT NUMBER AND PLAN NUMBER AS THE REFERENCE FOR THE DEPOSIT.  
YOU MUST EMAIL A COPY OF THE RECEIPT IN PDF FORMAT TO [info@positiveocm.com.au](mailto:info@positiveocm.com.au)

NO OTHER DEPOSITS OR PAYMENT OF LEVIES ARE TO BE PAID INTO THE ABOVE ACCOUNT.

## Other Matters

Preparation of the Owners Corporation Certificate takes up to 10 business days following receipt of the payment, instructions and a copy of title searches, unless payment is made for a more urgent certificate.

If you do not provide the correct information, including copies of relevant title searches, there may be a delay in issuing the Owners Corporation Certificate.

If you require further information please liaise with your Solicitor/Conveyancer.