

ACT GOVERNMENT
Land Titles Act 1925
Land Titles (Unit Titles) Act 1970
Unit Titles Act 2001
Registrar-General's Office



SR
Form 094

Lodging Party
LTO Box Number or Address

SPECIAL RESOLUTION

PRIVACY COLLECTION STATEMENT (PRIVACY ACT 1988 (C'WLTH)) OVERLEAF

An application to amend the articles of the Owners Corporation for the following unit plan

1. LAND

Vol:Fol	Edition	District/Division	Section	Block

2. UNITS PLAN NUMBER

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3. DETAILS OF ARTICLE/S BEING AMENDED (Insert article number/s)

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4. SUPPORTING DOCUMENTATION

<input type="checkbox"/> Sealed copy of Minutes of Meeting <input type="checkbox"/> Sealed copy of Resolution / Motion

5. DATE

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6. EXECUTION BY OWNERS CORPORATION USING A COMMON SEAL

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Common Seal affixed in the presence of:

Signature
Full Name (Block Letters)
Address
Office Held

Signature
Full Name (Block Letters)
Address
Office Held

7. LAND TITLE OFFICE USE ONLY

Examined by		Annexures	Minutes/Resolution/Motion
Data Entered by			
Registered by		Registration Date	

PRIVACY STATEMENT

S.43 of the *Land Titles Act 1925 (LTA)* authorises the Registrar-General to collect the information required by this form for the establishment and maintenance of the Land Titles Register. S.65-67 LTA requires that the Register be made available to any person for search, upon payment of a fee. The information is regularly provided to various ACT Government agencies, including the ACT Department of Urban Services, ACT Planning and Land Authority (the Authority), ACT Treasury, Canberra Connect and ActewAGL for conveyancing, municipal account, administrative, statistical and valuation purposes. The Authority and agencies within the ACT Department of Urban Services may also use the information supplied to prepare and sell property sales reports to commercial organisations concerned with the development, sale or marketing of land.

SCHEDULE OF NOTES

- This form is to be used for the notification of a Special Resolution to amend the articles by the Owners Corporation.
- S.27 of the *Land Titles (Unit Titles) Act 1970* states the Registrar-General must register an amendment of the articles of an Owners Corporation on lodgement of a certificate under S.109 *Unit Titles Act 2001*.
- **It is optional to attach a full copy of the revised articles.**
- Documents must be typed, or completed in black ink or biro.
- Alterations to information entered on the form should be made by crossing out (not erasing or obliterating by painting over) and should be initialled by all parties.
- If there is insufficient space in any panel use an annexure sheet.
- Volume, Folio and Edition references must be given.
- Execution by
 - **A Natural Person** – should be witnessed by an adult person who is not a party to the document.
 - **Attorney** – if this document is executed by an Attorney pursuant to a registered power of attorney, it must set out the full name of the attorney and the form of execution must indicate the source of his/her authority eg. “AB by his/her attorney XY pursuant to Power of Attorney ACT Registration No..... of which he/she has no notice of revocation”.
 - **Corporation** – Section 127 of the *Corporations Act* provides that a company may validly execute a document with or without using a Common Seal if the document is signed by:

NB **The normal witnessing provisions in the *Land Titles Act 1925* do not apply to execution by a corporation as above, but do apply to execution by the attorney of a corporation.**