



APPLICATION FOR A UNIT ENTITLEMENT AUTHORITY

Form 4

This form should be completed when applying to amend
the Schedule of Unit Entitlement of a Units Plan.

Lease/Site Details *Please Print*

If more than one lease/site, attach the following details for each lease/site

Block

Section

Suburb

Units Plan Number

Street Address

Postcode

Applicant Details *Please Print*

Surname

First Name

Company Name

Postal Address

Suburb

State

Postcode

Phone Number
Business Hours

Mobile

Email Address

Owners Corporation Details *Please Print*

1st Executive Member's Details

Surname	<input type="text"/>	First Name	<input type="text"/>
Company Name	<input type="text"/>		
Position held in company	<input type="text"/>	Australian Company/Business Number (ACN/ABN)	<input type="text"/>
Postal Address	<input type="text"/>		
Suburb	<input type="text"/>	State	<input type="text"/>
		Postcode	<input type="text"/>
Phone Number Business Hours	<input type="text"/>	Mobile	<input type="text"/>
Email Address	<input type="text"/>		

2nd Executive Member's Details

Surname	<input type="text"/>	First Name	<input type="text"/>
Company Name	<input type="text"/>		
Position held in company	<input type="text"/>	Australian Company/Business Number (ACN/ABN)	<input type="text"/>
Postal Address	<input type="text"/>		
Suburb	<input type="text"/>	State	<input type="text"/>
		Postcode	<input type="text"/>
Phone Number Business Hours	<input type="text"/>	Mobile	<input type="text"/>
Email Address	<input type="text"/>		

Form 2 – Schedule of Unit Entitlement

Is a Schedule of Unit Entitlement (Form 2) for the land specified in this application attached? NO YES

Certification of Unit Entitlement by a Member of the Institute of Valuers

Is a Certification of Unit Entitlement by a Member of the Institute of Valuers for the land specified in this application attached? NO YES

Copy of Special Resolution

Is a copy of the special resolution of the owners corporation dated within 3 months of submitting this application for the land specified in this application attached?

NO
 YES

Conflict of Interest Declaration

Does the applicant or lessee have any association with Planning and Land Authority staff?

NO
 YES

If YES - please provide details:

NOTE: There are penalties for deliberately giving false and misleading information. The Planning and Land Authority or Minister may revoke an approval if satisfied that the approval was obtained by fraud or misrepresentation.

Applicant and Owners Corporation Declaration

I/we the undersigned, hereby apply for approval for a unit entitlement authority on the land specified in this application;

I/we declare that this application is accompanied by all of the required information or documents for it to be considered for approval;

I/we understand that the documentation provided will be considered to be the relevant documentation associated with this application;

I/we the undersigned (owners corporation) appoint the applicant whose signature appears below to act on my/our behalf in relation to this application for a unit entitlement authority. This authorises the applicant to pay all application fees, bonds and securities, liaise with the Planning and Land Authority when required, alter, amend or provide further information as necessary and receive any communications relating to this application for a unit entitlement authority;

I/we declare that all the information given on this form and its attachments is true and complete;

I/we the undersigned, declare I/we have the appropriate delegation or authority to sign on behalf of the Owners Corporation.

Applicant Signature (s)

Date

1st Executive Member's
Signature

Date

2nd Executive Member's
Signature

Date

Contact Details:

Environment and Sustainable Development Directorate

Customer Service Centre

GPO Box 1908, Canberra City 2601

16 Challis Street, Dickson ACT 2602

Business Hours: 8.30am to 4.30pm weekdays (excluding Public Holidays)

Phone: (02) 6207 1923

Fax: (02) 6207 1925

TTY: (02) 6207 2622

Email: actpla.customer.services@act.gov.au Website: www.actpla.act.gov.au

Privacy Notice

The personal information on this form is being collected to enable processing of your application. Collection of personal information is authorised by the *Unit Titles Act 2001*. The information that you provide may be disclosed to Government Agencies such as the ACT Revenue office and the Registrar-General's Office.