



## Modification to Lot Request Form

Owners Corporation No.: .....

Address of Property: .....

Lot Number / Apartment Number: .....

Applicant's name: .....

Address: .....

Telephone: .....

Email: .....

Owner

Occupant

### **Description of the proposed modification:**

(Please ensure that you provide all relevant documents to enable your Owners Corporation to adequately consider your request. Please ensure that you attach a site plan clearly indicating the location of the works. Building works will require fully detailed plans. Make sure to check that the application is in line with the applicable design guidelines for the property.)



**Terms & Conditions:**

I/We acknowledge that the Owners Corporation approval for your proposed changes to the Lot is conditional upon the following:

1. This form is signed by, or on behalf of, the Owners Corporation
2. The applicant complies with the registered rules & requirements of the Owners Corporation
3. The applicant/s ensure that any works may only be undertaken after all requisite permits, approvals, and consent under all relevant laws have been obtained and copies of which have been given to the Owners Corporation and then strictly in accordance with those permits, approvals and consents and any condition thereof
4. The applicant consents to provide access to the Owners Corporation or other lots upon being given notice for the installation and maintenance of services and associated building works
5. The applicant complies with the Building Act 1993, Building Regulations 2006 and/or Building Code of Australia as amended from time to time and as such may not alleviate any potential claim under any of the said Acts or Regulations;
6. The applicant complies with the Occupational Health and Safety Act or Regulations applicable in the State of Victoria as amended from time to time and as such may not alleviate any potential claim under any of the said Acts or Regulations;
7. The applicant complies with the Disability Discrimination Act 1992 (Cth) or any other Act, Regulations or any code of conduct in relation to Disability Discrimination as amended from time to time as such may not alleviate any potential claim under any of the said Acts or Regulations.
8. The lot owner accepts full liability for costs incurred in addressing any nuisance or other breach, such as legal and administrative costs.

I (The Applicant).....,

Have read and agree with the above terms. I agree that I will be fully liable for any damage caused to the Owners Corporation's property and any public liability claim whatsoever which may arise from any changes at the property.

Signed .....

Date.....

**Important: This form must be approved by the Owners Corporation before the works commence.**