

**UNIT RENOVATIONS & IMPROVEMENTS - APPLICATION FORM**

GENERAL DETAILS			
Applicant Name:			
Email:		Phone:	
Postal Address			
Suburb / State		Postcode	

BUILDING DETAILS			
Building Name/ CTS/SP Number		Lot No.	
Address:			
Suburb / State		Postcode	

TYPE OF IMPROVEMENT
<input type="checkbox"/> Internal <input type="checkbox"/> External <input type="checkbox"/> Structural <input type="checkbox"/> Non-Structural

IMPROVEMENT DETAILS	
Details Of Proposed Improvements*	

*\*Please ensure sufficient details are provided for the Strata Committee to make a decision.*

**SUPPORTING DOCUMENTS**

Please ensure that you provide all supporting documents, including plans, specifications and relevant approvals (if applicable) with your application.

**APPLICATION TERMS**

By submitting this form, I am confirming that:

- The information provided is true and correct.
- I have read and accepted the current by-laws for this scheme relating to renovations, improvements, changes to the external appearance, noise and damage to common property.
- I understand that I am solely responsible for all costs associated with any damage caused by the renovations (including tradespeople).
- I understand that I will have sole responsibility for ensuring all visitors to the building (including tradespeople) abide by the by-laws.
- I understand that I am solely responsible for obtaining council approvals (where applicable).
- I also understand that I am not permitted to commence any proposed works until I have written approval.

**SIGNATURE**

<b>Name</b>		<b>Date</b>	
<b>Signature</b>			

Please return your signed, completed form with supporting documents to your Strata Manager, or email to: [info@tcmstrata.com](mailto:info@tcmstrata.com)