



Request to inspect owners corporation register and/or records

Owners Corporations Act 2006 Sections 146 and 150, Owners Corporations Regulations 2018

and Owners Corporation Rules

Date of notice	
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To: the owners corporation

Name	
Owners corporation plan number	

I/We request: (mark applicable box(es) with an X)

to inspect the register of the owners corporation

to inspect the records of the owners corporation

I/We require access to the register/records before (insert date)	
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I am/we are: (mark applicable box with an X)

Lot owner(s)

of lot number(s)

Mortgagee(s)

of lot number(s)

Purchaser(s)

of lot number(s)



Stratibase Holdings Pty Ltd
ABN: 48 627 690 592
Suite 6D/E Trak Centre, 443 Toorak Rd, Toorak VIC 3142
PO Box 31, Bannockburn VIC 3331

E: info@stratabasemgt.com
PH: (03) 9190 9966
W: stratabasemgt.com

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Another person entitled to inspect the register/records

Note: People who are entitled to inspect the register or records of an owners corporation are lot owner(s), mortgagee(s) of a lot, purchaser(s) of a lot, or the representative(s) of a lot owner or a mortgagee or a purchaser of a lot.

From:

Name(s)	
Address	
Postal address (if different from above)	
Telephone number	
Email address (if applicable)	

If you are representing a lot owner(s), mortgagee(s) of a lot, purchaser(s) of a lot, please provide their name, address, contact details and authorising signature.

Name(s) of lot owner(s), mortgagee(s) or purchaser(s) you are representing	
Lot number(s)	
Address	
Postal address (if different from above)	
Telephone number	
Email address (if applicable)	



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Signature of represented person(s)	
Date	

How to lodge this form

Lodge this form with the owners corporation.

What happens then?

The owners corporation will contact you to arrange a suitable time to inspect the register and/or records. There is no charge to inspect the records or register, but you may be charged a fee if you wish to receive copies of any documents.

