



**APPLICATION FOR APPROVAL
OF A COMMUNITY TITLE SCHEME
FORM 1**

Lots to be included in the Community Title Scheme *please print*

Note: If there are more than three lots in the community title scheme please ensure that additional lot details are attached to this application.

Block Section Suburb

Postal address

Block Section Suburb

Postal address

Block Section Suburb

Postal address

Developers details *please print*

Surname First name

Company name

Position held in company Australian Company/Business Number (ACN/ABN)

Postal address

Suburb State Postcode

Phone number business hours Mobile

Email address

Lessee (owners) details *please print*

Note: If the lessee is the developer, write “see developer’s details”

First lessee’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"/>		

Second lessee’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"/>		

All lessees must sign authorising the lodgement of this application. In doing so the lessee gives authority to the applicant to negotiate any dealings in relation to the application through to its determination. If there are more than two lessees please ensure that the details and authorisation are attached to the application.

Master Plan

Is a master plan for the land specified in this application attached?

YES

NO

Management Statement

Is a management statement for the land specified in this application attached

YES

NO

Constituent Documents for the Body Corporate

Are the constituent documents for the body corporate to be formed on registration for the land specified in this application attached?

YES

NO

By-Laws of the Body Corporate

Are the by-laws of the body corporate for the land specified in this application attached?

YES

NO

Certification of Lot Entitlement

Is a certification of the lot entitlement by a member of the Institute of Land Surveyors for the land specified in this application attached?

YES

NO

Form 2 – Requirements & Checklist

Is Form 2 – Requirements and Checklist for the land specified in this application attached?

YES

NO

Conflict of interest declaration

Does the developer or lessee have any association with EPD staff?

YES

NO

If YES - please provide details:

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

Scheme details *please print*

Please provide a brief description of the type of community title scheme you are applying for:

Type of Scheme

(please tick one of these or a combination of these)

COMMERCIAL

RESIDENTIAL

INDUSTRIAL

UN-STAGED

STAGED - A bond may be required to provide security for a staged development

(If more than 3 stages, please provide details separately)

Cost of total development \$ _____

Cost of stage 1 \$ _____

Cost of stage 2 \$ _____

Cost of stage 3 \$ _____

Does the proposed community title scheme include any of the following:

Unit Title

Partly Developed Land

Development Application

Undeveloped Land

Fully Developed Land

Developer's & Lessee's declaration

I/we the undersigned, hereby apply for approval of the Community Title Scheme on the land specified in this application;

I/we understand that the requirements set out in this form are a minimum only and that additional information may be requested during processing; and

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

If signing on behalf of a company or organization:

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

Developer's signature

Date

First lessee's signature

Date

Second lessee's signature

Date

Privacy Notice

The personal information on this form is provided to the Environment and Planning Directorate (EPD) to enable the processing of your application. The collection of personal information is authorised by the Community Title Act 2001. If all or some of the personal information is not collected EPD cannot process your application. The personal information you provide may be disclosed to Australian Bureau of Statistics, ACT Revenue Office, the Registrar General's Office and other Government agencies with a direct interest in the Unit Title process. The information may also be disclosed where authorised by law or court order, or where the Directorate reasonably believes that the use or disclosure of the information is reasonably necessary for enforcement-related activities conducted by, or on behalf of, an enforcement body. EPD's Information Privacy Policy contains information about how you may access or seek to correct your personal information held by EPD, and how you may complain about an alleged breach of the Territory Privacy Principles. The EPD Information Privacy Policy can be found at www.planning@act.gov.au

Contact Details:

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