

# Change of Details Form

Building / Complex / Unit Plan

Applicant's Status			
A: Lot Owner	B: Agent	C: Occupant / Tenant	D: Other (Please state)

Applicant's New Details	
Name:	Phone:
Email:	
Address:	

Would you like to register to gain access to Body Corporate records via the Owner's Portal using the email address provided above?	
LJ Hooker Strata ACT have a website owners can log into and view various Body Corporate information such as meeting minutes, reports, bylaws etc... If you respond "Yes" to this question, we will arrange access for you which will be emailed through within 7 business days.	
A: Yes	
B: No	

Would you prefer to receive all levies via email or post?	
Applicant's Email::	
Applicant's Postal Address::	
Managing Agent's Email:	
Managing Agen'ts Postal Address:	

General Comments	
(Please use this section for any comments that you wish Body Corporate to consider about the application)	

Agreement.	
By completing this form I confirm that I am the Lot Owner / I have obtained permission from the Lot Owner and that I agree to have the contact details for this Lot updated as per my answers given in this form (please note - if you are acting on behalf of the Lot Owner, please include a letter of authority here to show you have permission)	
The completion of this request is a form of electronic signature and it has the same validity and meaning as my handwritten signature. I will not, at any time in the future, repudiate the meaning of my electronic signature or claim that my electronic signature is not legally binding. This also stands if I am acting on behalf of the Lot Owner with permission.	
The owners roll details for the Body Corporate will be uploaded as per the information contained in your request.	
A: I accept	
B: I do not accept	

Sign:	Date:
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