

<b>Unit Titles Act 2001 – Form 9</b>
--------------------------------------

## **UNIT TITLE CERTIFICATE**

### **SECTION 75**

Units Plan No	Unit No	Unit Entitlement
		Total Unit Entitlement
Unit Owner/Eligible Person		

---

#### **1. UNIT DETAILS**

1.1 Is the unit Class "A" or Class "B"?

1.2 Has the registered owner of the unit breached any article (S129)?

If yes, details as follows:

1.3 Has a declaration of charge for unpaid amounts over the unit been declared (S67)?

If yes, details as follows:

1.4 Has an ordinary resolution been passed declaring any easements in relation to this unit or on the common property (S36)?

If yes, details as follows:

1.5 Has an unopposed resolution been passed granting a special privilege to this unit over the common property (S49)?

If yes, details as follows:

1.6 Has a special resolution been passed to maintain all Class B buildings on the units plan (S51(3)(f))?

If yes, details as follows:

1.7 Has a special resolution been passed to carry out work on this unit (S52)?

If yes, details as follows:

1.8 Has the Owners Corporation disproportionately split the cost for the work under S52 (S53(3))?

If yes, details as follows:

---

#### **2. INSURANCE**

2.1 Has a unanimous resolution been passed exempting the requirement to take out building insurance (S133)?

Yes, details as follows:

2.2 Copies attached for each current insurance policy (eg. Public Liability, Building, Workers Compensation).

---

### **3. MANAGEMENT**

3.1 Does the Owners Corporation have a Managing Agent?

Yes, Agents name and address:

OR

No, Owners Corporation address for service of documents:

3.2 If the address for service is the address of the units, is there a letterbox for Owners Corporation correspondence on the parcel (S78(2)):

3.3 The Owners Corporation's books, records and corporate register may be inspected at:

3.4 The Executive Committee's name and address' are (S73):

---

### **4. CONTRIBUTIONS**

4.1 Has an unopposed resolution been passed exempting the requirement to keep an account with a bank (S56(2))?

Yes, details as follows:

OR

No, details of each account:

4.2 When does the current financial year for contributions begin?

4.3 Contributions due from this unit for the current financial year:

Annual – \$

Installments	Administration Fund	Sinking Fund	Special Levy	Total	Due Dates
1 <sup>st</sup>	\$	\$	\$	\$	
2 <sup>nd</sup>	\$	\$	\$	\$	
3 <sup>th</sup>	\$	\$	\$	\$	
4 <sup>th</sup>	\$	\$	\$	\$	

4.4 Total outstanding contributions due for current financial year as at the date of this Certificate – \$

4.5 Are there any other outstanding debts owing on this unit. Details as follows:

Details of other debts	Due Date	Amount Due	Amount Outstanding
		\$	\$
		\$	\$
		\$	\$

4.6 Total outstanding debts due as at the date of this Certificate – \$

4.7 Total outstanding contributions and debts as at the date of this Certificate – \$

---

## **5. APPLICATIONS**

5.1 Has an application been made or proceedings commenced in relation to:

- (a) Section 30 – amendment of development statement (Department)
- (b) Section 55 – Court order against the Owners Corporation or Executive Committee for failing to exercise a function (Magistrate’s Court)
- (c) Section 124 – deadlock order (Magistrate’s Court)
- (d) Sections 142-144 – appointment of administrator (Magistrate’s Court)
- (e) Section 146 – amendment of Schedule of Unit Entitlement (Department)
- (f) Section 149 – alteration of internal boundaries (Department)
- (g) Section 154 – reinstatement or elimination of unit (Magistrate’s Court)
- (h) Section 160 – cancellation of Units Plan (Department)
- (i) Section 165 – varying the operation on the dissolution of the Owners Corporation on cancellation of the Units Plan (Magistrate’s Court)
- (j) Section 169 – varying the operation on the dissolution of the Owners Corporation on the expiry of lease (Magistrate’s Court)
- (k) Section 174 - objection to reviewable decision (Department)
- (l) Section 177 - review decision on objection (Administrative Appeals Tribunal)

If yes to any of the above, details as follows:

---

## **6. COMMON PROPERTY**

6.1 The Certificate of Title for the common property is held in safe custody on behalf of the members by:

6.2 Are the Certificate as to Fitness or Occupancy and Use and the Certificate of Compliance attached to the Certificate of Title for the common property?

6.3 Are there any matters affecting or relating to the common property or part thereof:-

- (a) which would restrict or extend the use of which the common property may be used;
- (b) being any encumbrance easement (other than easements implied by the *Unit Titles Act 2001*), leases, licence, or rights relating to the common property or the unit which are not discoverable on search;
- (c) being any claims to close, obstruct or limit the rights of passage or way to and from the unit or the common property as the same are now ordinarily used;
- (d) being any resumption of the common property intended in the future, or being progressively carried out;
- (e) being any work which has been or is being carried out by the Owners Corporation in respect of which money remains owing or a claim for money may arise;

If yes to any of the above, details are as follows:

6.4 Has an unopposed resolution been carried to exempt maintenance responsibility (S51(6))?

If yes, details as follows:

6.5 Has the Owners Corporation agreed to transfer or assign encumber mortgage or charge in any way the common property or the certificate of title in respect of the common property?

6.6 Are there any outstanding notices or claims in respect of dividing fences?

6.7 Has a unit title application been made under UTA s17 (or unit title proposals made under *Unit Titles Act 1970* s11) for the subdivision of the parcel, or is a unit title application under UTA s17 pending?

---

## **7. OWNERS CORPORATION GENERALLY**

7.1 Which articles apply to the Owners Corporation?

7.2 Have these articles been amended or added to?

If yes, details as follows:

7.3 Has a special resolution been passed to deal in property (S48)?

If yes, details as follows:

7.4 Has an unopposed resolution been passed exempting units plans with 4 or fewer units from requirements of this Act (S50)?

If yes, details as follows:

7.5 Has the Owners Corporation contravened its general duties (S51)?

If yes, details as follows:

7.6 Has a special resolution been passed to invest funds (S56(3))?

If yes, details as follows:

7.7 Has the Owners Corporation carried on business for profit (S57)?

If yes, details as follows:

7.8 Has an unopposed resolution been passed to borrow money (S58)?

If yes, details as follows:

7.9 Has a special resolution been passed to increase the percentage rate for sinking fund contributions (63(2))?

If yes, details as follows:

7.10 Has an unopposed resolution been passed to vary the proportion of contributions to the general funds (S60(2)(b)) or to the sinking fund (S64(1)(b))?

If yes, details as follows:

7.11 Has a special resolution been passed to apply discounts (S65(1)) or increase interest payable (S65(2))?

If yes, details as follows:

---

The fee fixed by the Owners Corporation for this information is \$70.00 excluding GST.

All the information in this unit title certificate has been recorded on the following date from details shown in the books, records and other documents of the Owners Corporation:

DATE:

The Common Seal of  
The Owners - Units Plan No.  
was hereunto affixed in  
the presence of

---

Signature