



Australian
Capital Territory
Government

Planning and Land
Management

Community Title Act 2001 - Form 3

Application to amend a registered Community Title Scheme

When should you use this form?

This form should be completed when applying for authorisation to amend a registered Community Title Scheme.

Note: A prospective owner of a lot in a community title scheme means a person who has entered into a contract to buy an existing or future lot in the scheme.

Please supply the following with your application:

- copies of the written agreement of each person with a registered interest in a lot in the scheme and written agreement of each prospective owner of the lot in the scheme (please attach);
- certification of the lot entitlement by a member of the Institute of Valuers (if changes are made to the lot entitlement schedule);
- the amendment application fee;
- if you are an agent: authority to act on behalf of the body corporate;
- any additional information necessary to finalise your application.

Privacy Notice: The personal information on this form is being collected to enable processing of your application.

Part 1: Community Title Scheme

Community Title Scheme No. _____

Part 2: Developer's / Body Corporate details

Surname or Company name _____

Title / First Name / Initials or
Australian Company Number (ACN) _____

If a company or body corporate name
of contact person _____

Postal address _____

Street address (if different) _____

Phone number (business hours) _____

Fax number _____

Email _____

OFFICE USE ONLY

Fees

Date received

/	/	/
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Receipt number

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Receiving officer

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Part 3: Developer's/Body Corporate's declaration

I/we the undersigned, being the developer/body corporate nominated in this application, hereby apply to amend the community title scheme named in this application in the manner described in Part 4.

I/we hereby authorise ACT Government Officers to access the subject property(s) for the purpose of evaluating the proposal.

I/we understand that payment of additional fees may be required.

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

Signature(s) _____

If a company or delegate of body corporate, capacity/authority _____

Date ____/____/____

Part 4: Description of Amendment to Community Title Scheme

Please tick appropriate box(s)

- How the staged development is to be carried out
- Consequential amendments to the lot entitlement schedule
- Changes to the management statement
- Changes to the master plan
- Other

Lots affected

Note: If there are more than three lots affected, by the amendments to the community title scheme, please ensure that additional lot details are attached to the application.

Block	_____	Block	_____	Block	_____
Section	_____	Section	_____	Section	_____
Suburb	_____	Suburb	_____	Suburb	_____
Address	_____	Address	_____	Address	_____

Description of Amendments
