

FORM 1
COMMUNITY LAND MANAGEMENT ACT 1989

CERTIFICATE UNDER SECTION 26 AND CLAUSE 2 OF SCHEDULE 4

Date this certificate is issued: _____

TO: *Precinct Association D.P. No. _____, or
*Neighbourhood Association D.P. No. _____, or
*The Owners – Strata Plan No. _____, or

* _____

*as agent for _____

*who is the *proprietor / *mortgagee of Lot No. _____

*Deposited Plan No. _____ *Strata Plan No. _____.

1 CERTIFIES:

1.1 The name and address of each member of its Executive Committee is:

Name	Address

1.2 *No person has been appointed as managing agent under the Act.

OR

1.3 * _____ (name)
_____ (address)

has been appointed managing agent under :

*section 50 of the Act by the Association by instrument in writing dated (insert date)
authorised by a resolution at a general meeting of the Association on (date), or

*section 85 of the Act by order of the NSW Civil and Administrative Tribunal on (date)

2. **CERTIFIES** that the following information is current in relation to maintenance contributions and other moneys owing by the proprietor of the lot:

2.1 **ADMINISTRATIVE FUND [Schedule 1 clause 13(1)]**

Total amount levied for the period starting / / and ending / / \$

Date Levied: / /

Date and amount of each instalment due and payable:

DATE	AMOUNT
/ /	\$
/ /	\$
/ /	\$
/ /	\$

Date paid to: \$

Amount (if any) now due and payable: \$

2.2 **SINKING FUND [Schedule 1 Clause 13(2)]**

Total amount levied for the period starting / / and ending / / \$

Date Levied: / /

Date and amount of each instalment due and payable:

DATE	AMOUNT
/ /	\$
/ /	\$
/ /	\$
/ /	\$

Date paid to:

Amount (if any) now due and payable: \$

2.3 **SPECIAL (LUMP SUM) CONTRIBUTIONS [Schedule 1 Clause 13(6)]**

Amount for this lot: \$

Date levied:

Purpose of the contribution:

Date contribution is due and payable:

Amount (if any) now due and payable: \$

The levied amount is to be paid to:

* Administrative Fund * Sinking Fund. * Other (specify) _____ _____
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3 CERTIFIES:

*The Neighbourhood Association does not form part of any Community Scheme.

4 CERTIFIES The *Precinct / *Neighbourhood Association is a member of Community Association D.P. No._____. Levies payable by the *Precinct / *Neighbourhood Association to Community Association D.P. No._____ are:

4.1 ADMINISTRATIVE FUND [Schedule 1 clause 13(1)]

Total amount levied for the period starting / / and ending / / \$

Date Levied: / /

DATE	AMOUNT
/ /	\$
/ /	\$
/ /	\$
/ /	\$

Date paid to: \$

Amount (if any) now due and payable:

4.2 SINKING FUND [Schedule 1 Clause 13(2)]

Total amount levied for the period starting / / and ending / / \$

Date Levied: / /

DATE	AMOUNT
/ /	\$
/ /	\$
/ /	\$
/ /	\$

Date paid to:

Amount (if any) now due and payable: \$

4.3 SPECIAL (LUMP SUM) CONTRIBUTIONS [Schedule 1 Clause 13(6)]

Amount for this lot: \$

Date levied:

Purpose of the contribution:

Date contribution is due and payable:

Amount (if any) now due and payable: \$

The levied amount is to be paid to:

- * Administrative Fund
- * Sinking Fund.
- * Other (specify) _____

5 CERTIFIES:

The Neighbourhood Association is a member of Precinct Association DP No_____. Levies payable by the Neighbourhood Association to Precinct Association DP No_____are as follows:

5.1 ADMINISTRATIVE FUND [Schedule 1 clause 13(1)]

Total amount levied for the period starting / / and ending / / \$

Date Levied:

Date and amount of each instalment due and payable:

DATE	AMOUNT
/ /	\$
/ /	\$
/ /	\$
/ /	\$

Date paid to:

Amount (if any) now due and payable: \$

5.2 SINKING FUND [Schedule 1 Clause 13(2)]

Total amount levied for the period starting / / and ending / / \$

Date Levied: / /

Date and amount of each instalment due and payable:

DATE	AMOUNT
/ /	\$
/ /	\$
/ /	\$
/ /	\$

Date paid to:

Amount (if any) now due and payable: \$

5.3 SPECIAL (LUMP SUM) CONTRIBUTIONS [Schedule 1 Clause 13(6)]

Amount for this lot: \$

Date levied:

Purpose of the contribution:

Date contribution is due and payable:

Amount (if any) now due and payable: \$

The levied amount is to be paid to:

- * Administrative Fund
- * Sinking Fund.
- * Other (specify) _____

6 CERTIFIES FOR RESTRICTED PROPERTY the use of which is attached to a development lot, neighbourhood lot or strata lot

*(a) \$_____ is unpaid by the proprietor in relation to that use under a by-law made in *the
 *community management statement / *precinct management statement /
 *neighbourhood management statement restricting the use of part of the
 *community / *precinct / *neighbourhood property. The amount was due on
 _____.

OR

*(b) No amount is unpaid by the proprietor in relation to that use under a by-law made under section 54 restricting the use of part of the *community / *precinct / neighbourhood property.

7 CERTIFIES FOR LEVIES FOR COURT COSTS

* (a) \$ _____ is unpaid for a contribution levied under the order of the (insert name, e.g. Local) court for payment of costs by the association on (date). The levy was made on _____ and was due on _____.

OR

* (b) No amount is due for any contribution levied for payment by the association of court costs.

8 CERTIFIES FOR COSTS RECOVERABLE FOR WORK DONE BY THE ASSOCIATION (for a development lot or a neighbourhood lot).

* (a) \$ _____ is recoverable for work done on or in relation to the lot by the association under sections 58 or 59, namely (insert brief details of work).

OR

* (b) No amount is recoverable under sections 58 or 59.

9 CERTIFIES FOR INTEREST ON OUTSTANDING CONTRIBUTIONS

* (a) The annual rate of interest payable under section 20A is _____ per cent.
\$ _____ is payable as at (insert date) for interest on outstanding contributions of \$ _____ in respect of (insert brief details).

OR

* (b) No amount is payable under section 20A.

10 INFORMS:

10.1 That the books, account records and financial statements of the Association are, subject to clause 1(3) of Schedule 4 of the Act, available for inspection at the following address:

10.2 The Association Roll for the lot discloses:

(a) The name and address for service of the present proprietor is:

Name: _____

Address: _____

10.4 Particulars of all insurance policies held by the Association are:

Type of Policy	Name of Insurer	Policy No.	Sum Insured	Due date for payment of premium	Date when last premium paid	Amount of last premium.

10.5 Name of insurance broker for each policy (if relevant) _____

THE COMMON SEAL OF THE *COMMUNITY ASSOCIATION / *PRECINCT ASSOCIATION /
 *NEIGHBOURHOOD ASSOCIATION DEPOSITED PLAN NO. _____

WAS AFFIXED ON _____ IN THE PRESENCE OF

 WHO IS/ARE THE PERSON(S) IN WHOSE PRESENCE, PURSUANT TO SECTION 8(3) OR (4)
 OF THE COMMUNITY LAND MANAGEMENT ACT 1989, THE SEAL OF THE ASSOCIATION
 MUST BE AFFIXED.

DATED: _____