

SP FORM 3.02	<b>STRATA PLAN ADMINISTRATION SHEET</b>	Sheet 1 of sheet(s)
Office Use Only	Office Use Only	
Registered:		
<b>PLAN OF SUBDIVISION OF:</b>	LGA: Locality: Parish: County:	
This is <b>*FREEHOLD/*LEASEHOLD</b> Strata Scheme		
Address for Service of Documents  Provide an Australian postal address including a postcode	The by-laws adopted for the scheme are: * Model by-laws for residential strata schemes together with: Keeping of animals: Option *A/*B Smoke penetration: Option *A/*B (see Schedule 3 <i>Strata Schemes Management Regulation 2016</i> ) * The strata by-laws lodged with the plan.	
<p style="text-align: center;"><b>Surveyor's Certificate</b></p> I ..... , of ..... , being a land surveyor registered under the <i>Surveying and Spatial Information Act 2002</i> , certify that the information shown in the accompanying plan is accurate and each applicable requirement of Schedule 1 of the <i>Strata Schemes Development Act 2015</i> has been met. *The building encroaches on: *(a) a public place *(b) land other than a public place and an appropriate easement to permit the encroachment has been created by ^ .....  Signature: ..... Date: ..... Surveyor ID: ..... Surveyor's Reference: ..... ^ Insert the deposited plan number or dealing number of the instrument that created the easement	<p style="text-align: center;"><b>Strata Certificate (Local Council)</b></p> # ..... certifies that in regards to the strata plan with this certificate, it has made the required inspections and is satisfied the plan complies with clause 17 <i>Strata Schemes Development Regulation 2016</i> and the relevant parts of Section 54 <i>Strata Schemes Development Act 2015</i> . *(a) This plan is part of a development scheme. *(b) The building encroaches on a public place, it complies with section 62(2) <i>Strata Schemes Development Act 2015</i> and the council does not object to the encroachment. *(c) This certificate is given on the condition that lot(s) ^ ..... will be created as utility lots and restricted in accordance with section 63 <i>Strata Schemes Development Act 2015</i> .  Certificate Reference: ..... Relevant Planning Approval No.: ..... issued by: .....  Signed by: ..... being the *Authorised Person, *General Manager Signature: ..... Date: ..... # Insert the name of the local council ^ Insert lot numbers of proposed utility lots	
* Strike through if inapplicable		