



# NSW LRS Community Plan Lodgment Checklist

Lodging Parties and Surveyors are to complete the relevant Checklist and submit with plan lodgment.

Where a Checklist Item is "Not Applicable" for your plan lodgment, please check the N/A box.

YES	N/A	Lodging Party must check and certify	YES	N/A	Surveyor must check and certify
		<p><b>Registered proprietor(s)</b> has <b>signed</b> the administration sheet and associated documents</p> <p><b>Mortgagee(s)</b> has <b>signed</b> the administration sheet and associated documents</p> <p><b>Section 88B instrument</b> is correctly <b>signed</b> and <b>witnessed</b></p> <p><b>Easements</b> being created/released in the section 88B instrument <b>agree</b> with the plan and administration sheet</p> <p><b>Management statement</b> is <b>lodged</b> on approved form 28, 29 or 30, <b>signed</b> and <b>consented</b> by all relevant parties</p> <p><b>Services</b> listed in <b>part 3</b> of the management statement <b>agree</b> with the service works plan</p> <p><b>Part 4</b> of the management statement <b>includes</b> a statement or by-law headed '<b>Statutory Easements</b>'</p> <p><b>Development contract</b> is <b>lodged</b> on approved form 27, <b>signed</b> and <b>consented</b> by all relevant parties</p> <p><b>Subdivision certificate</b> is fully <b>completed</b> with inapplicable parts ruled through on the administration sheet</p> <p><b>Titles</b> are lodged, produced or <b>e-consent provided</b></p> <p>All necessary <b>consents</b> are <b>provided</b> (leases, caveats, etc.)</p>			<p>A <b>common boundary</b> is <b>adopted</b> with adjoining parcels</p> <p>All <b>lot boundaries</b> are fully <b>dimensioned</b></p> <p>The nature, status, position and origin of <b>reference marks, monuments</b> and <b>occupations</b> are <b>shown</b></p> <p>Numbering of <b>permanent survey marks</b> <b>agree</b> between SCIMS, plan and schedule</p> <p>All <b>existing</b> affecting <b>easements</b> (or other affecting interests) are <b>shown</b> and <b>agree</b> with the <b>creating instrument</b></p> <p><b>Detail plan</b> has set out necessary <b>survey information</b> to <b>define</b> the <b>lots</b> including association property, easements, accessways, etc.</p> <p><b>Association property</b> plan is <b>compiled</b> by bearing and distance from information on the detail plan and <b>defines</b> any new and/or existing easements and interests which <b>affect</b> the association property</p> <p><b>Service works plan</b> only <b>shows</b> the sites of the service lines over which it is intended to create <b>statutory easements</b></p> <p><b>Service works plan</b> and <b>accessways plan</b> is completed on <b>plan form 5</b></p> <p><b>Survey Certificate</b> is fully <b>completed</b> with inapplicable parts ruled through on the administration sheet and <b>Surveyor's reference</b> and <b>date</b> to be <b>consistent</b> between plan and administration sheet</p> <p><b>Street address schedule</b> is <b>completed</b> for all lots on the administration sheet</p>
<b>LP Reference:</b>			<b>Surveyor Reference:</b>		
<b>LP Signature:</b>			<b>Surveyor Signature:</b>		
<b>Date:</b>			<b>Date:</b>		

NSW LRS USE ONLY:

**DP**