

# APPLICATION TO AMEND A REGISTERED COMMUNITY TITLE SCHEME

Form 3

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

## Community Title Scheme *please print*

Community Title  
Scheme Number

## Developers / Body Corporate details *please print*

Surname

First name

Company name

Position held in  
company / body  
corporate

Australian  
Company/Business  
Number (ACN/ABN)

Postal address

Suburb

State

Postcode

Phone number  
business hours

Mobile

Email address

## Written Agreement of Persons with a Registered Interested

Are there copies of the written agreement of each person with a registered interest in a lot  
in the scheme for the land specified in this application attached?  NO  
 YES

## Written Agreement of Prospective Owner's

Are there copies of the written agreement of each prospective owner of a lot in the scheme  
for the land specified in this application attached?  NO  
 YES

## Certification of Lot Entitlement

Is a certification of the lot entitlement by a member of the Institute of Valuers for the land specified in this application attached?

NO  
 YES

## Conflict of interest declaration

Does the applicant, lessee or buyer have any association with the Planning and Land Authority staff?

NO  
 YES

If YES - please provide details:

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**NOTE:** There are penalties for deliberately giving false and misleading information. The Planning and Land Authority or Planning Minister may revoke an approval if satisfied that the approval was obtained by fraud or misrepresentation.

## Description of Amendment to Community Title Scheme *please print*

Please tick one of these or a combination of these

- 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 this application.

Block  Section  Suburb

Postal address

Block  Section  Suburb

Postal address

Block  Section  Suburb

Postal address

**Description of Amendments**

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**Developer's / Body Corporate's declaration**

I/we the undersigned, hereby apply to amend the Community Title Scheme on the land specified in this application;

I/we understand that the requirements set out in this form are a minimum only and that additional information may be requested during processing; and

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

**If signing on behalf of a company or body corporate:**

I/we the undersigned, declare I/we have the appropriate delegation or authority to sign on behalf of the company or body corporate.

Developer's / Body  
Corporate signature

Date

**Contact Details:**  
Environment and Sustainable Development Directorate  
Customer Service Centre  
GPO Box 1908, Canberra City 2601  
16 Challis Street, Dickson ACT 2602  
Business Hours: 8.30am to 4.30pm weekdays (excluding Public Holidays)  
Phone: (02) 6207 1923 Fax: (02) 6207 1925 TTY: (02) 6207 2622  
Email: [actpla.customer.services@act.gov.au](mailto:actpla.customer.services@act.gov.au) Website: [www.actpla.act.gov.au](http://www.actpla.act.gov.au)

**Privacy Notice**  
The personal information on this form is being collected to enable processing of your application. Collection of personal information is authorised by the *Community Title Act 2001*. The information that you provide may be disclosed to Government Agencies such as the ACT Revenue Office and the Registrar-General's Office.