

*These Guidance Notes are of a general nature and are not intended to, and cannot, replace the advice of a Legal Practitioner or Registered Conveyancer.*

## GENERAL INFORMATION

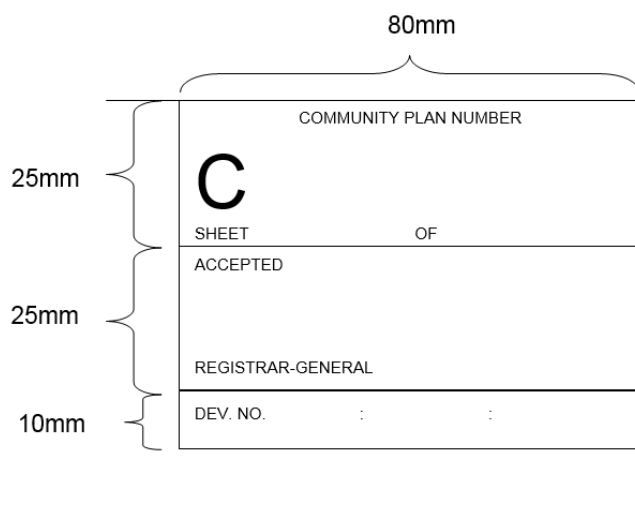
- \* Lot Entitlements determine the shares in which lot owners make monetary contributions to the community corporation and are responsible for liabilities of the corporation and the shares in which the assets of the corporation are divided on cancellation.
- \* The Lot Entitlement sheet must be lodged with the relevant application under the Community Titles Act 1996.
- \* The Registrar-General may reject the Lot Entitlement sheet if the Land Valuer's Certificate is dated more than six months before the application is lodged in the Lands Titles Office.

## REQUIREMENTS

- \* The Lot Entitlement sheet must be:
  - A4 size (210mm x 297mm)
  - Printed on 110 gsm white paper
  - Printed in Landscape
  - *Outside borders must be 15mm from edge of page*
- \* The Lot Entitlement sheet must show a:
  - Heading of "LOT ENTITLEMENT SHEET" in upper case with a font size of 18 point
  - Panel
  - Schedule of Lot Entitlements
  - Certificate of Land Valuer

### Panel

- \* The panel on the Lot Entitlement Sheet is required to be in the following format and is to:
  - Be located in the top right-hand corner of the page
  - Comprise the information at the dimensions shown



- \* The required information to be shown in the panel must be in upper case with a font size of 8 point, except for the prefix of "C and plan number", which must be in upper case with a font size of 36 point.
- \* Development number and community plan number to be inserted.

### Schedule of Lot Entitlements

- \* Lot Entitlements must be shown in a schedule box in upper case with a font size of 12 point in the following format:

SCHEDULE OF LOT ENTITLEMENTS		
LOT	LOT ENTITLEMENT	SUBDIVIDED
AGGREGATE		

- \* Lot Entitlements must be shown as a whole number
- \* Lot numbers should be shown in ascending order
- \* The aggregate of the Lot Entitlements must not be greater than 99,999
- \* Where there is more than one Lot Entitlement sheet for a plan, the aggregate is to be shown on the last sheet
- \* Development Lots and allotments to vest as public road or reserve must not be shown in the Schedule of Lot Entitlements
- \* Lots comprising pieces in the Lot Entitlement sheet must be shown in the following format

LOT
Comprising Pieces 1* & 2*

### Certificate of Land Valuer

The Certificate of Land Valuer on the lot entitlement sheet must:

- \* Be located in the bottom right hand corner of the page

- Have a font size of 8 point and be in the following format

CERTIFICATE OF LAND VALUER

I .....

being a land valuer within the meaning of the Land Valuers Act 1996 certify that the schedule is correct for the purposes of the Community Titles Act 1996.

Dated the      day of                      20

FORM Lot Entitlement Sheet (Version 1)



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