



## Owners Corporation Certificate Request Form

(from 01 July 2019)

All OC Certificate Requests as well as Balance Updates must be in writing. WE DO NOT ACCEPT ANY VERBAL REQUESTS.

Initial requests and ongoing enquiries regarding OC Certificates must be in writing and directed to:

Mail SLRS Ltd, 72 Greg Norman Drive, SANCTUARY LAKES VIC 3030  
Email [occertificate@sanctuarylakes.com.au](mailto:occertificate@sanctuarylakes.com.au)  
Fax 9394 9433

**Property Details** Lot Number \_\_\_\_\_ PS \_\_\_\_\_

Property Address \_\_\_\_\_

Request Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Scheduled Settlement Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

### Applicant's Details

Representing VENDOR PURCHASER

Applicant's Name \_\_\_\_\_

Email Address \_\_\_\_\_ Phone Number \_\_\_\_\_

### Applicant's Representative's Details

Company Name and/or Contact Person \_\_\_\_\_

Email Address \_\_\_\_\_ Phone Number \_\_\_\_\_

#### Membership of 1 OC

- a) \$157 6-10 business days from payment
- b) \$235 3-5 business days
- c) \$282 2 business days

#### Membership of 2 OCs (for lots who are members of a limited OC)

- a) \$243 6-10 business days from payment
- b) \$365 3-5 business days
- c) \$438 2 business days

### Payment Options

Cheque (payable to 'Sanctuary Lakes Resort Services Ltd') Cash

Master Card Visa Card Amex Card

Card Holder's Name \_\_\_\_\_

Card Number 

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Expiry Date (MM/YY) \_\_\_\_ / \_\_\_\_ Signature \_\_\_\_\_

Sanctuary Lakes Resort Services Limited ACN 092 610 449

Resident Owned, Resident Run

SLRS Office, 72 Greg Norman Drive, Sanctuary Lakes VIC 3030 Telephone: (03) 9394 9400

E-mail [ocmanager@sanctuarylakes.com.au](mailto:ocmanager@sanctuarylakes.com.au) Web site [www.sanctuarylakesresort.com.au](http://www.sanctuarylakesresort.com.au)