

GENERAL IMPROVEMENT APPLICATION – Request Form

Prior to lodging your application we recommend that you review the Body Corporate By-Laws so that you can address any conditions included in the By-Laws.

Property Details

Street Address			
Suburb		Postcode	
Name of Body Corporate/CTS			

Item seeking approval (eg, blinds, fence, flyscreen, screen door, awning, etc)

Description of item	Material	Size
Installation position	Attach plan Yes / No	

Applicant

Title Mr / Ms/ Miss / Mrs	First Name	Last Name	
Business Phone	After Hours Phone	Mobile	Fax
Owner/Property Manager of Lot#			
Contact No			
Approved by Committee Member Yes / No		Name of Committee Member	

ERNST BODY CORPORATE MANAGEMENT

Lot Owner Information

- Please note that Ernst Body Corporate Management is not authorised to consider your request, it will be forwarded to the Body Corporate Committee for their consideration.
- If approval is granted by the Body Corporate/Committee, it will be subject to any conditions imposed through the Body Corporate By-Laws and any conditions imposed by the Committee.
- An additional fee payable by the owner may be levied to process this request.
- Please forward your completed application to either **Gold Coast** or **Brisbane**, contact details below.

Gold Coast Contact Details

Phone: +61 7 5519 2900

Email: goldcoast@ebcm.com.au

Brisbane Contact Details

Phone: +61 7 3620 0600

Email: brisbane@ebcm.com.au



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