



Flooring Application Form

To assist the Committee and to ensure timely approval of your request, please complete the form in full and ensure this and any supporting documents are returned in a single PDF file.

Please note –If additional support completing the application or approval needs to be undertaken at a special meeting there may be additional costs which will also need to be paid for by the applicant.

Your Name:	
Address of Strata Scheme:	
Strata Plan No.	
Unit/Lot number:	
Type of flooring to be installed:	
Type of underlay to be installed: Acoustic rating: (e.g. LnTw) <i>Please attach acoustic documentation</i>	Acoustic documentation attached:
Contractors Name: <i>Please attach insurance details of the contractor/qualified person.</i>	Insurance certificate attached:
Area/rooms where flooring is to be replaced:	
Proposed date of works:	
Proposed working hours:	
Details of how existing flooring will be removed from the property:	
Signature of Owner Note – if there are multiple owners on the strata roll <u>all</u> owners must sign.	Signature(s) Date

Upon completion, please submit the application form, along with any supporting documentation, to:

The Owners Corporation, c/o Townhouse Strata Pty Ltd, 38 Ocean view Parade, Caves Beach, NSW 2281, or via email to info@townhousestrata.com.au or directly with your strata manager.

If you have any questions or concerns your strata manager can be contacted on (02) 4971 0363