

**Process for obtaining committee approval**

- 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.
- Your request will be submitted to the body corporate committee for consideration.
- The committee may provide approval subject to conditions, and may rescind approval if the conditions are not met.
- Should you wish for this request to be considered outside of a committee meeting, there will be a fee payable by the owner.
- A quotation will be provided to you within two days of receipt of this request.
- Upon acceptance of the quote, please allow up to 21 days for a response from the committee.

**Property details**

<b>Name of owner</b>			
<b>Property address</b>		<b>Lot number</b>	
<b>Body corporate name (building name)</b>		<b>CTS number</b>	

**Animal details**

<b>Animal type</b> (e.g. dog/cat)	<b>Animal breed</b> (e.g. poodle)	<b>Animal age</b> (in human years)	<b>Animal size</b> (kg)
<b>Animal's name</b>	<b>Animal's sex</b> (male/female)	<b>Is the animal desexed?</b>	<b>Council registration number</b>

**Applicant details**

**Owner**       **Agent** (agent name if applicable)

<b>Phone</b>	
<b>Email</b>	

**Details of the owner of the pet (if different to the lot owner)**

**Tenant/prospective tenant**       **Purchaser/prospective purchaser**

<b>Name of pet owner</b>	
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**Acknowledgement**

- I am the owner of the abovementioned lot in the community titles scheme, or I am the owner's agent acting with the express consent of the owner of the lot.
- I understand that upon receipt of this request the body corporate will issue an invoice that is payable by the owner, regardless of the outcome/decision of the committee.

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

NAME \_\_\_\_\_