



Owners Corporation: 636341B  
Address: 161-163 Fitzroy St, St Kilda

Dear Owner,

**Re: Multiple Owners Corporation Fee notices**

We write to you as the Managers of the above named Owners Corporation, to provide information regarding the structure of your Owners Corporation and your obligations as a lot owner.

**Multiple Owners Corporations**

The Plan of Sub Division is made up of four Owners Corporations, OC1 – OC 2 - OC3 & OC 4.

This refers to the common property as designated on the Plan of Subdivision.

**Owner Corporation No 1** - Unlimited - Basement car parks, lifts and building structure.

**Owners Corporation No 2** - Limited - Residential internal areas.

**Owners Corporation No 3** - Limited - All car stacker lots.

**Owners Corporation No 4** - Limited – Retail lot.

**Statutory Obligations of each Owners Corporation**

To enable the Owners Corporation to fulfil its statutory obligations, each Owners Corporation must have separate budgets, bank accounts and ABN numbers.

Fees are issued to the members of each Owner's Corporation in accordance with the approved Budget and based on lot liability as shown on the Plan of Sub division.

**Important Note:** Each fee notice has a different DEFT number and owners need to ensure that the correct amount listed on the fee notice is paid.

**Fee Notices**

All owners will receive a separate fee notice for each Owners Corporation of which they are a member.

Notices are issued **28 days** prior to the due date, fees are due and payable on the due date.

**Due Dates** remain the same each financial year being the 1<sup>st</sup> day of February, May, August & November, we request that you diarise the due dates and contact this office should you not receive notice/s as prescribed above.

**Stephen Poole**  
Owners Corporation Manager