

Owners Corporation Certificate Application Form

Owners Corporations Act 2006 Section 151, Owners Corporations Regulations 2018 and Owners Corporation Rules

Date of Request _____

Name of the OC _____

Owners Corporation Plan Number _____

Name of Applicant/Company Name _____

Postal Address _____

Telephone Number _____

Email address _____

(Certificates will be emailed unless otherwise stated)

Lot number(s) _____

(Include any accessory lots on a separate title)

Lot address _____

(Note: A separate certificate is required for any accessory lot/s on a separate title)

I am/We are a: (tick the applicable box)

A lot owner Other

(tick the applicable box)

EFT Payment

Account Name:

MICM Pty Ltd Owners Corporation
Trust Account

BSB: 083-004

Account: 608902491

Bank: National Australia Bank

REF:

(First 4 letters of Street)(Street #)
/(Unit#)OCC

eg. 1/178 City Road Southbank
= CITY178/1OCC

NOTE: If paying via EFT, you must forward a copy of the payment receipt with this form. Certificates will only be issued once the payment receipt is received.

Credit card

Name on card

Card No: _____

Exp Date: _____

CCV: _____

A 1.5% Merchant fee will apply.

Cost of Owners Corporation Certificates as at 1 July 2021

Number of Owners Corporations Certificates	Standard 6-10 Business Days	Important 3-5 Business Days	Urgent 1-2 Business Days
1	\$ 159.38	\$ 239.07	\$ 286.85
2	\$ 247.00	\$ 370.51	\$ 444.57
3	\$ 334.62	\$ 501.95	\$ 602.29
4	\$ 422.24	\$ 633.39	\$ 760.01
5	\$ 509.86	\$ 764.83	\$ 917.73
Each additional certificate required	\$ 87.62	\$ 131.44	\$ 157.72

**Submit
Form**

Click 

The Owners Corporation will issue the certificate within the above listed business days of receiving this application and payment (including a copy of the payment receipt if payment is via EFT). It is advised that you contact MICM Property at least 2 working days prior to settlement to confirm current fee status. This updated information is provided free of charge to the original requester, provided that the enquiry is within 3 months of the original Owners Corporation Certificates date of issue. Please contact the Owners Corporation via email on OCadmin@micm.com.au for a levy update prior to settlement.

Or email completed form to:
OCadmin@micm.com.au

micmproperty