

Contact Details

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All Correspondence:
P.O. Box 265
HURSTVILLE BC NSW 1481

Head Office

298 Railway Parade
CARLTON NSW 2218

Wollongong Office

Level 1, 63 Market Street
WOLLONGONG NSW 2520

Dear Owner(s),

RE: Timber Flooring Application

We are the appointed strata managing agent for the owners corporation (Body Corporate) of the strata scheme in which you reside.

The Owners Corporation understands that many owners would like to change the flooring in their lot to timber floorboards/floating floor. This is possible with written permission from the Owners Corporation ahead of the works commencing. The attached form is to guide the owners through what is needed to replace the flooring in their apartment.

Applications can be made via email (scanned) or posted to the strata manager (see top right).

Your co-operation is sought in adhering to the by-laws of the strata scheme, the maintenance of which is essential for the common amenity of all residents.

Sincerely,
NETSTRATA



NETSTRATA

EST 1996

Owners Details:

Name:	
Lot No:	Apartment No:
Contact Phone:	Email:

Checklist to be completed:

Submit the Contractors Details and Insurances:	Yes : <input type="checkbox"/>	No: <input type="checkbox"/>
Underlay Certificate submitted with a '5 Star Rating':	Yes : <input type="checkbox"/>	No: <input type="checkbox"/>
<p>Please Note the following:</p> <ul style="list-style-type: none"> ▪ "5 Star Rating" means the 5 Star Rating of the Association of Australian Acoustical Consultants, or such other standard as amends or enhances that rating from time to time. <p>Namely:</p> <ul style="list-style-type: none"> ○ Airborne Sound Insulation of not less than $DnT,w + Ctr = 50$, and ○ Impact Sound Isolation of not more than $LnT,w = 45$ 		
Council requirements have been met by the owner:	Yes : <input type="checkbox"/>	No: <input type="checkbox"/>
Date the works will commence and Finish:	Start: _____	Finish: _____

Owners Name: _____

Owners Signature: _____ **Date:** _____

Declaration:

1. I will maintain the Hard Surface Flooring in a state of good and serviceable repair and must renew or replace it when necessary.
2. I will maintain those areas of the common property that represent a point of contact between installation of the Hard Surface Flooring and the common property.
3. I will at my own cost repair any damage to the common property or the property of the Owner or occupier of another Lot occurring in the installation, maintenance, replacement, repairs or renewal of any Hard Surface Flooring.
4. I indemnify the Owners Corporation and Owners or occupiers of other Lots against:
 - a. any legal liability, loss, claim or proceedings in respect of any injury, loss or damage whatsoever to the common property, or other property, or person insofar as such injury, loss or damage arises out of, or in the course of, or by reason of installation of the Hard Surface Flooring, that would not have been incurred if the Hard Surface Flooring had not been installed or constructed, and
 - b. any liability under Section 108 of the Strata Schemes Management Act 2015, for damage to the Hard Surface Flooring, consequent upon the Owners Corporation performing work to the common property.
5. If I fail to carry out the obligations under the By-Law after being requested in writing to do so, the Owners Corporation will be entitled pursuant to the provisions of the Strata Schemes Management Act 2015, to carry out the work and recover the costs from the Owner as a debt.
6. I may remove any Hard Surface Flooring, but must do so at my expense and in a workmanlike manner. I will ensure that, after any Hard Surface Flooring is removed, the common property is restored.
7. For the purpose of this By-Law, any Hard Surface Flooring shall remain the property of the Owner of the Lot installing it or the Owner of the Lot served by it, whether or not the Owner installed it.

Owners Name: _____

Owners Signature: _____ **Date:** _____