

**NOTICE REQUESTING INFORMATION ABOUT A STRATA LOT**

We would like to verify that we have the correct information regarding your strata lot. We ask that you please complete this form and return to Sarraf Strata.

Strata Plan Number \_\_\_\_\_ Lot No. \_\_\_\_\_ Unit Number \_\_\_\_\_

Address of Owner: \_\_\_\_\_

Owner(s) Name: \_\_\_\_\_

Owner(s) Phone Number: \_\_\_\_\_ Mobile: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Email address: \_\_\_\_\_

**(Please add preferred email address above if you wish to register for the distribution of levies, agendas, minutes and correspondence via electronic means. Please note that correspondence can only be emailed to one email address. If levies, agendas, minutes and correspondence are to be sent to a managing agent please specify on this form).**

Leasing Agents details: \_\_\_\_\_

Tenants postal address (if different to unit address): \_\_\_\_\_

Tenants Name: \_\_\_\_\_

Tenants Email: \_\_\_\_\_ Lease commencement date: \_\_\_\_\_

Lease term: \_\_\_\_\_ Tenants Phone Number: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Please email this form to [admin@sarrafrata.com.au](mailto:admin@sarrafrata.com.au) or alternatively please post to  
PO Box 520, HURSTVILLE NSW 1481.