

Strata Schemes Management Act 2015

SUBSTITUTE PROXY FORM
Strata Committee Meeting/s

Date: _____

I, _____ Committee Member in Strata Plan No. _____ appoint _____ of Lot _____ as my representative for the purpose of the Strata Committee Meeting of the Owners Corporation to be held _____ (and any adjournment thereof).

Signature of Strata Committee member _____

Signature of Substitute Proxy Representative _____

Notes:

If a committee member is unable to attend a committee meeting, Section 34 (1) of the Strata Schemes Management Act 2015 allows the Committee Member to appoint a substitute in his/her absence.

Only 2 categories are permitted:

- (1) an owner; or
- (2) the company nominee of a corporation which is a lot owner.

An existing Committee member cannot be appointed unless he or she is also an owner or company nominee of a corporate owner.

A strata managing agent cannot be appointed as substitute proxy to the Strata Committee.

The appointment cannot have effect until the Strata Committee approves the appointment.

**IF YOU ARE A STRATA COMMITTEE MEMBER AND UNABLE TO
ATTEND THE MEETING PLEASE ENSURE YOU APPOINT AN OWNER TO ACT ON YOUR
BEHALF.**

Please return to our office by post (P O Box 520, Hurstville NSW 1481) or email to
admin@sarrafstrata.com.au