

Circular



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Attention Strata Managers Is Your Address for Service of Notices Current?

Land and Property Information New South Wales (LPI) is a New South Wales State Government Business Enterprise providing land, property and valuation information and services. These services were previously provided by the Land Titles Office, the Land Information Centre and the Valuer General's Office.

LPI administers the Real Property Act Registers and the Register of Land Values on behalf of the Registrar General and the Valuer General respectively.

Each year LPI posts Notices of Valuation to property owners whose property has been subject to recent valuation by the Valuer General. During the mailing of Notices of Valuation for 2001, numerous Notices for strata schemes were returned to LPI where the managing agent, as recorded in the LPI databases, was no longer associated with the strata scheme or a managing agent address for service of notice is not recorded at all.

Through legislation, the Registrar General is required to record any change in the address for service of notices on a strata scheme's owners' corporation. This recording is made on the relevant land title record for the common property of a strata scheme.

Managing Agents of strata schemes are advised that to ensure receipt of documents such as Notices of Valuation, a Change of Address of Owners Corporation (Form 15CA) should be completed and lodged with LPI in accordance with section 239 of the Strata Schemes Management Act 1996, and the prescribed fee paid (currently \$60).

Managing agents would then be aware of the revaluation of the corporation's land through receipt of a Notice of Valuation.

Form 15CA Change of Address of Owners Corporation is available:

- in 'pdf' format from www.lpi.nsw.gov.au; or
- by telephoning (02) 9228 6904
- from LPI's Queens Square Office at 1 Prince Albert Road, Sydney 2000.

Completed Change of Address of Owners Corporation forms can be lodged and fee paid by cheque:

- in person at LPI's Queens Square Office or
- by mail addressed to
Postal Lodgments
Land and Property Information
1 Prince Albert Road
Sydney 2000

Des Mooney
General Manager