

Approved Form 12

S 196E; Schedule 8A

Conveyancing Act 1919

Building Management Statement

Note: This statement has effect as an agreement under seal binding:

- ◆ *Each owner for the time being of any part of the building or its site and*
- ◆ *A mortgagee in possession or lessee of any such part of the building or its site.*

1. Definitions and Interpretation¹

2. Compulsory Matters²

- 2.1 Establishment and composition of Building Management Committee (the Committee) and appointment of Office Bearers.
- 2.2 Functions of the Committee and its Office Bearers
- 2.3 Dispute Resolution
- 2.4 Damage Policy
- 2.5 Other Insurance
- 2.6 Service of Notices on the Committee

3. Other Matters³

- 3.1 Means of Access
- 3.2 Storage and Collection of Garbage
- 3.3 Meetings of the Committee
- 3.4 Records and Books of the Committee
- 3.5 Safety and Security Measures
- 3.6 Appointment of Managing Agent
- 3.7 Unacceptable Noise Levels
- 3.8 Control of Trading Activities
- 3.9 Service Contracts
- 3.10 Architectural Code

4. Implied Provisions⁴

- 4.1 Annual General Meeting
- 4.2 Convening Meetings
- 4.3 Quorum
- 4.4 Voting

1. *The inclusion of definitions and provisions governing interpretation is not mandatory.*
2. *See Item 2 of Schedule 8A to the Conveyancing Act 1919.*
3. *The headings in this section of the form are for guidance only and are not an exhaustive list of the matters which may be included -See Item 5 of Schedule 8A to the Conveyancing Act 1919.*
4. *These provisions do not apply to the extent that the Statement provides otherwise. (See Item 6 of Schedule 8A to the Conveyancing Act 1919.*