

OWNER INFORMATION FORM

To ensure our records are up-to-date and that all future correspondence will be delivered correctly, LOC Strata Management requests that the following form is completed and returned to our office, at the below mentioned:

VIA MAIL:

Melbourne

Level 1, 9-12 Hood Street
Collingwood VIC 3066

Brisbane

2b/77 Hope Street
Brisbane QLD 4101

Perth

19 Bannister Street
Fremantle WA 6160

VIA EMAIL: admin@locsm.com.au

Name(s) on Title	
Property Address	

OWNER INFORMATION

PRIMARY CONTACT INFORMATION

Title (tick)	Mr:	<input type="checkbox"/>	Mrs:	<input type="checkbox"/>	Ms:	<input type="checkbox"/>	Other:	<input type="checkbox"/>	
First Name(s)									
Surname(s)									
Company name									

RESIDENTIAL ADDRESS

Street Address								
Suburb		State		Postcode				

CONTACT DETAILS

Home Phone		Mobile	
Work Phone		Fax	
Email			

AGENT DETAILS (IF APPLICABLE)

COMPANY DETAILS

Company Name								
Street Address								
Suburb		State		Postcode				

PROPERTY MANAGER DETAILS

Name								
Office Phone		Mobile						
Email								

MAIL DELIVERY PREFERENCE

RECIPIENT

Invoices to be sent to:	Owner:	<input type="checkbox"/>	Agent:	<input type="checkbox"/>	Both:	<input type="checkbox"/>
Correspondence to be sent to:	Owner:	<input type="checkbox"/>	Agent:	<input type="checkbox"/>	Both:	<input type="checkbox"/>

OTHER INFORMATION

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To ensure the prompt delivery of important information, LOC Strata Management will issue all correspondence and levy notices via email when supplied. Should your preferred method of communication be via mail, please contact the office and we will arrange the update of our records accordingly.

Melbourne

Level 1, 9-12 Hood Street,
Collingwood VIC 3066
Phone. (03) 8669 1311

Brisbane

2b/77 Hope Street, South
Brisbane QLD 4101
Phone. (07) 3667 8566

Perth

19 Bannister Street,
Fremantle WA 6160
Phone. (08) 6355 5225