

OWNER INFORMATION FORM

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

VIA MAIL

2A Byfield Street
RESERVOIR VIC 3073

VIA EMAIL

admin@loveoc.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, Love&Co 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.