



If you require assistance completing this form, please contact Sanctuary Cove Body Corporate Services on 07 5500 3333.

Section 1 - Body Corporate Details			
Body Corporate		GTP / BUP	
Address			
Section 2 - Applicant Details			
Name			
Address			
Email Address		Phone	
In relation to the body corporate named in section 1, I am;			
☐ the owner of lot ☐ the agent of the owner of lot			
☐ the mortgagee of lot ☐ the agent of the mortgagee of lot			
☐ the buyer of lot ☐ the agent of the buyer of lot			
☐ another person, or the agent of another person, with a proper interest in the information sought. Details are as per below:			
.....			
Section 3 - Current Owner Details			
Name			
Settlement Date			
Section 4 - Order Details			
☐ Actual Water Meter Read (minimum 24 hours notice)		\$77.55	
Date to be read:			
Please supply the requested document/s by:			
☐ Email:			
☐ Post:			
Section 5 - Payment Options			
☐ The prescribed fee is paid upon form submission, and a copy of the receipt has been provided.			
☐ I am willing and able to pay the prescribed fee. Please advise how to make payment.			
Section 6 - Lodgment Options			
☐ Email: enquiries@scove.com.au		☐ Post: PO Box 15, Sanctuary Cove, QLD, 4212	
☐ Hand Delivery: Shop 1a, Building 1, Masthead Way, Sanctuary Cove, QLD 4212			
Section 6 - Authority			
Applicant Signature:		Date:	