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Strata Committee Nomination Form

Pursuant to Clause 5 of Schedule 1 of the Strata Schemes Management Act 2015, the Owners Corporation calls for nominations for Members of the Strata Committee using the below form.

A nomination may be made by:

- A sole owner to any person or themselves.
- A co-owner to any person or the other co-owner (but not themselves).
- A company nominee to any person or themselves.

A nomination may not be made by a proxy.

Notes:

- Only one nomination can be made per lot.
- An unfinancial owner can make a nomination.
- An unfinancial owner cannot be appointed.
- Co-owners cannot both be candidates for election unless they own more than one lot in the scheme.
- A nomination may be made at any time before the election is held and may be made at the meeting.

Date:

Strata Plan:

Nomination:

I,
(Nominator's Name)

The owner of lot
(Lot)

Wish to nominate

(Nominee's Name)

Of
(Position, Unit number or Organisation)

For election onto the Strata Committee at the next Annual General Meeting.

Signature of Nominator

Signature of Nominee (acceptance of the nomination)

Officer Nomination Form

Pursuant to Clause 11 of the Strata Schemes Management Regulation 2016, the Owners Corporation calls for nominations for Officers of the Strata Committee (Chairperson, Secretary and Treasurer).

A nomination may be made by:

- A person that is successfully appointed as a member on the Strata Committee

Notes:

- A member cannot nominate themselves for an Officer's position
- A member can nominate a member hold multiple Officer's positions
- A nomination may be made at any time before the election is held and may be made at the meeting.

Date:

Strata Plan:

Nomination:

I,
(Nominator's Name)

if successfully appointed as a member on the Strata Committee

Wish to nominate

(Nominee's Name)

Of
(Position, Unit number or Organisation)

For the following Officer's positions:

Chairperson Secretary Treasurer

Signature of Nominator

Signature of Nominee (acceptance of the nomination)

ELECTION OF THE STRATA COMMITTEE

Eligibility:

1. The following persons **are** eligible for appointment or election to the strata committee of an owners corporation:
 - a) an individual who is a sole owner of a lot in the strata scheme,
 - b) a company nominee of a corporation that is a sole owner of a lot in the strata scheme,
 - c) an individual who is a co-owner of a lot or a company nominee of a corporation that is a co-owner of a lot in the strata scheme, if the person is nominated for election by an owner who is not a co-owner of the lot or by a co-owner of the lot who is not a candidate for election as a member,
 - d) an individual who is not an owner of a lot in the strata scheme, if the person is nominated for election by an owner of a lot who is not a member, or is not seeking election as a member, of the strata committee.
2. To avoid doubt, an individual who is a sole owner of a lot may nominate himself or herself, and an owner that is a corporation may nominate the corporation's company nominee, for election as a member of the strata committee.
3. A sole owner of a lot in a strata scheme may not nominate more than one person for election as a member of the strata committee, except as provided by subsection (5).
4. Only one co-owner (including a company nominee of a co-owner) of the same lot may be a member of a strata committee at the same time, except as provided by subsection (5).
5. A person who is an owner of more than one lot in the strata scheme may nominate one person for election as a member of the strata committee for each lot for which the person is an owner.

Ineligibility:

1. The following persons **are not** eligible for appointment or election to a strata committee or to act as members of a strata committee unless they are also the owners of lots in the strata scheme:
 - a. the building manager for the strata scheme,
 - b. a person who acts as an agent for the leasing of a lot or lots in the strata scheme to tenants,
 - c. a person who is connected with the original owner of the strata scheme or the building manager for the scheme, unless the person discloses that connection at the meeting at which the election is held and before the election is held or before the person is appointed to act as a member,
 - d. any other person prescribed by the regulations for the purposes of this section.
2. An owner of a lot in a strata scheme who was an unfinancial owner at the date notice was given of the meeting at which the election of a strata committee is to be held and who did not pay the amounts owing by the owner before the meeting is not eligible for appointment or election to the strata committee.
3. A person who becomes ineligible for appointment or election to a strata committee after being appointed or elected to the strata committee must disclose that fact to the secretary or chairperson of the owners corporation as soon as possible after becoming aware of that fact.
4. A disclosure by a person under this section, other than a disclosure that is made at a meeting of an owners corporation or strata committee, is to be made by written notice given to the secretary or chairperson.

Election Process:

1. At a meeting of an owners corporation at which the strata committee is to be elected, the chairperson must:
 - a) announce the names of the candidates already nominated in writing for election to the strata committee, and
 - b) call for any oral nominations of candidates eligible for election to the strata committee.
2. A written or oral nomination made for the purposes of the election is ineffective if it is made by a person other than the nominee unless it is supported by the consent of the nominee given:
 - a) in writing, if the nominee is not present at the meeting, or
 - b) orally, if the nominee is present at the meeting.
3. After the chairperson declares that nominations have closed, the owners corporation is to decide, in accordance with the Act, the number of members of the strata committee.
4. If the number of candidates:
 - a) is the same as, or fewer than, the number of members of the strata committee decided on-those candidates are to be declared by the chairperson to be, and are taken to have been, elected as the strata committee, or
 - b) is greater than the number so decided on-a ballot is to be held.

Ballots:

1. If a ballot for membership of the strata committee of an owners corporation is required, the person presiding at the meeting of the owners corporation must:
 - a) announce to the meeting the name of each candidate, and
 - b) provide each person present and entitled to vote at the meeting with a blank ballot paper for each vote the person is entitled to cast.
2. For a vote to be valid, a ballot paper must be signed by the voter and completed by the voter's writing on it:
 - a) the names of the candidates (without repeating a name) for whom the voter desires to vote, the number of names written being no more than the number determined by the owners corporation as the number of members of the strata committee, and
 - b) the capacity in which the voter is exercising a right to vote, whether:
 - i) as owner, first mortgagee or covenant chargee of a lot (identifying the lot), or
 - ii) as a company nominee, or
 - iii) by proxy, and
 - c) if the vote is being cast by proxy-the name and capacity of the person who gave the proxy.
3. The completed ballot paper must be returned to the chairperson.
4. Until all places for membership of the strata committee have been filled, the chairperson is to declare elected successively each candidate who has a greater number of votes than all other candidates who have not been elected.
5. If only one place remains to be filled but there are 2 or more eligible candidates with an equal number of votes, the candidate to fill the place is to be decided by a show of hands of those present and entitled to vote (pre-electronic voting not included).