



Pacific Lifestyle Property Pty Ltd  
ABN: 45 898 737 191 ACN 120 746 876  
Licensed Owners Corporation Manager 000617

[pilotbodycorp.com.au](http://pilotbodycorp.com.au)

## Owners Corporation Certificate Order Form

PILOT is required to provide an owners corporation certificate within 10 business days of a request and fee paid. Our fees comply with and are regulated under the Owners Corporation Regulations 2018. Fees are current for Financial Year 2024-25

SELECT	ITEM	FEE INC. GST
	Certificate in 6-10 business days	\$173.16
	Certificate in 3-5 business days	\$259.75
	Certificate in 2 business days	\$311.66
	Additional (updated) certificate in 6-10 business days	\$95.20
	Additional (updated) certificate in 3-5 business days	\$142.81
	Additional (updated) certificate in 2 business days	\$171.37
Lot number		Plan number
Property address		
<b>APPLICANT</b>		
Name		
Telephone		
<b>DELIVERY</b>		
Email		
Postal address		

### PAYMENT METHODS

#### ELECTRONIC FUNDS TRANSFER (EFT)

BSB: 183-334  
Account #: 303070122  
Account Name: PILOT Body Corporate  
Bank: Macquarie Bank

Use your name as reference and send remittance to [mail@pilotrealestate.com.au](mailto:mail@pilotrealestate.com.au)



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## Owners Corporation Certificates & Our Policy

A guide for customers and property conveyancers

- Owners Corporation Certificates are documents that give information about the legal and financial situation of an owners corporation. Certificates are only valid on the date of issue, because the information they include may vary over time.
- The owners corporation's legal and financial status may affect the obligations of the seller or buyer of a unit. Buyers and sellers need to have the most current and precise information when asked about a property.
- PILOT does not provide verbal or email updates on Owners Corporation Certificates. To get updated information, an additional Owners Corporation Certificate is needed.