



# STRATA | SPECIALIST | LAWYERS

## Strata Debt Recovery Instruction Form

Date	
Strata plan number	SP
Lot number(s)	
Name of lot owner(s)	
Address for service of notices	
Date s.86 notice to be sent by	
Amount of contributions to recover	\$
Amount of interest to recover	\$
Amount of expenses to recover	\$
Manner of payment of debt	
Will the owners corporation consider a payment plan?	Yes / No
Further action required?	
Strata Manager with carriage	

Please attach:

- Up to date owner ledger
- Up to date strata roll extract for the lot(s) concerned
- Minutes of every general meeting where contributions to be recovered were raised
- Current strata management agency agreement

Once complete, please scan this document and the above attachments to [adam@strataspecialistlawyers.com.au](mailto:adam@strataspecialistlawyers.com.au) or [info@strataspecialistlawyers.com.au](mailto:info@strataspecialistlawyers.com.au).

We look forward to assisting you.

Strata Specialist Lawyers