**Certificate of community corporation – Amendment of scheme plan effecting subdivision**

*Community Titles Act 2018* section 40

**Scheme number:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Community corporation:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The community corporation for the community titles scheme with the above scheme number (Scheme) certifies that it has by special resolution[[1]](#footnote-2):

1. Authorised the:

[select one]

[ ]  (a) transfer of common property out of the tier parcel of the Scheme; or

[ ]  (b) transfer of common property from outside the tier parcel of the Scheme into the Scheme; or

[ ]  (c) transfer of common property from the Scheme to the community corporation of a tier parcel belonging to the Scheme; or

[ ]  (d) transfer of common property by the community corporation of a tier parcel belonging to the Scheme to the Scheme; or

[ ]  (e) conversion of a lot in the Scheme to common property; or

[ ]  (f) re-subdivision of common property in the Scheme, for example to create 1 or more lots, 1 or more lots and common property.

1. Approved an amendment of the schedule of unit entitlements (if any) for the Scheme in conjunction with the subdivision.
2. Authorised entering into the following document to give effect to the subdivision:

[select one]

[ ]  **Transfer of land** to enlarge common property in the Scheme.

[ ]  **Transfer of land** to dispose of common property in the Scheme.

**Execution**[[2]](#footnote-3)

Execution date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. Refer to the *Community Titles Act 2018* section 106 for voting and resolutions. [↑](#footnote-ref-2)
2. See Land Titles Policy & Procedure Guide “SIG-01 Signing of Documents” (and associated guides) in relation to execution requirements. [↑](#footnote-ref-3)