

Last Modified on 02/07/2025 11:17 am AEST

StrataPay Direct Debit

For an owner to set up a direct debit for their levy payments, they need to complete a Direct Debit Request on the StrataPay website here: http://www.stratapay.com/directdebit/. This website also provides options for amending or cancelling a Direct Debit as well.

Once StrataPay have received the request, this data will automatically be sychronised daily to the Owner record in StrataMax. For Owners that have an active Direct Debit, Direct Debit payment instructions will appear on the Levy Notice, as long as a template with merge *Field 60* is selected. This file is also used to identify the lots that have had their Direct Debit Authority removed by the owner.

For information on using StrataPay and Direct Debits, including privacy, security, payment usage, and fees associated with StrataPay transactions, refunds or reversals, dishonoured payments, etc., see the StrataPay Terms and Conditions.

Direct Debit Instructions Levy Template

The direct debit message will appear in Field 60 of the levy notice template; examples of templates are below. To amend the Direct Debit instructions on the levy notice, have a look at *Edit Direct Debit Instructions* article. Follow the below steps to check your levy notice template:

- 1. Search or select *Levy Notice/Reports*.
- 2. Click the more button [...] to display a list of all the levy templates. The current template will already be tagged.
- 3. Click Options > Preview Style.
 - Field Numbers will display the merge fields as numbers, so the direct debit field will be Field
 60.
 - Field Names will display the merge fields as names, so the direct debit field will be Payment

 Direction 1
 - Sample Data will insert some dummy data into the template when the Preview button is clicked.



4. Click the *Preview* button to view the template.

Direct Debit Status / Report

Owner Info will confirm the type of Direct Debit in place, and **Direct Debit** will confirm a 'Y' flag if setup but no confirmation on the type of Direct Debit. This also applies to Utility Groups. This information is automatically updated from the Direct Debit file which is is downloaded and processed by each client regularly.

Direct Debit Types

Client Initiated

The payers reference number and account details are held on our system; however payments are only made when initiated by the payer. Notification can be made by telephone or internet. We will need to be instructed to make a payment of a set amount, together with any service charges which may apply, on a set date.

Fixed

The payer sets a fixed payment amount, together with any service charges which may apply, to be debited from their nominated account either weekly, fortnightly, monthly, quarterly or half yearly intervals, beginning on a specified date and continuing until the finish date specified or until further notice.

Auto Balance

Any amount due on the payers account as advised by the biller, together with any service charges which may apply, will be drawn from the payers nominated account or credit card up to 5 business days prior to those levies or other charges becoming due on the account.

For greater ease of reference, an extra field in *Owner Info* has been created to report whether an owner has a Direct Debit setup for levy payments, and if so what type of DDR it is (eg. Auto Balanced, Fixed etc).

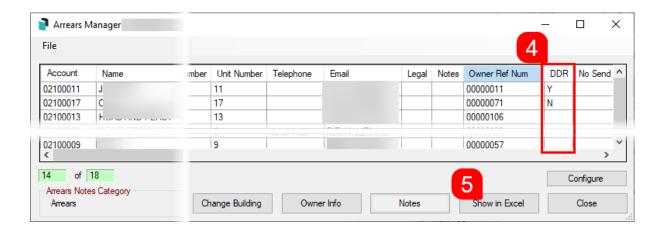
Owner Info

- 1. Search or select **Owner Info**.
- 2. Select the lot owner and click OK.

Note the *Account Status* field which displays information relating to their Direct Debit Details if set up. If details appear here, this means the owner has contacted StrataPay and initiated their Direct Debit facility.

Arrears Manager (Direct Debit Report/Extract)

- 1. Search or select Arrears Notice.
- 2. Select Goto > Arrears Manager.
- 3. Ensure 'Include Accounts with Nil or Credit balance' is ticked, the click Close.
- 4. The 'Arrears Manager' screen will appear with a table, which includes a 'DDR' column (you may need to scroll right to see it).
 - o A blank cell means a direct debit has never been set up.
 - o 'Y' means a direct debit has been set up and is active.
 - o 'N' means a direct debit was set up in the past, but is no longer active.
- 5. Click the 'Show in Excel button to export the table to Excel, where you can edit and print the table to your requirements.



Levy Templates with Field 60

The below templates include Field 60 however not all templates may appear in StrataMax due to state restrictions. To view templates designed for other states, from the template selection window select *Other > View All States*.

Before changing the template to *Global* for all buildings, it is recommended to first test a template *Locally* in a single building, and then print preview a test levy notice to confirm that the template is appropriate.

LNOTE_XL2019

NOTICE OF CONTRIBUTIONS Strata Plan No. 1354135

Strata Schemes Management Act 2015

ABN 18 565 135 135

Lot 2 Unit No 2 Date of Issue 14 September 2020

Contrib Ent. 1 Interest Ent. 0

Abc Developers Abel McGrath Bayview Centre PO Box 18

Due Date	01/05/19
Payable on or before due date	\$90.00
Payable after due date	\$100.00

Account Period Due Date Amount Discount If Paid By Admin Fund 01/05/19 to 31/07/19 01/05/2019 100.00 10.00 30/04/2019	90.0
Admin Fund 01/05/19 to 31/07/19 01/05/2019 100.00 10.00 30/04/2019	90.0
Totals 100.00 10.00	\$90.0

LetterHead Field89 NOTICE OF MAINTENANCE CONTRIBUTIONS Field4 Date of Notice Field5 Field10 Field6 Field97 Lot Number Field7 Field8 Entitlements Field11 Unit Number Field95 Field94 The Owners Company Title Field91 Field92 Field93 Determined Due Date Discount If paid by Account Period Amount Net Amount Field15 Field12 Field14 Field19 Field13 Field16 Field17 Field18 Field20 Field21 Field22 Field23 Field24 Field25 Field26 Field27 Field28 Field29 Field30 Field35 Field31 Field32 Field33 Field34 Field38 Field40 Field41 Field36 Field37 Field39 Field42 Field43 Field50 Field44 Field45 Field46 Field47 Field51 Field48 Field49 Field54 Totals Field59 Field52 Field53 Field67 Field55 Please deposit your payment directly into our trust account using the detachable deposit slip below. Please make your cheque payable to: CompanyTitle Field60 Field62 Amount Paid Field63 Field64 Date Paid Field65

Field89 NOTICE OF CONTRIBUTIONS Field10 Date of Notice A/c No Field9 Lot No Field97 Field220 Field95 Field11 Contrib Ent. Interest Ent. Field99 **Company Title** Due Date Amount Discount If paid by Net Amoun Field13 Field15 Field16 Field17 Field18 Field19 Field21 Field23 Field24 Field25 Field26 Field27 Field29 Field31 Field32 Field33 Field34 Field35 Field37 Field39 Field40 Field41 Field42 Field43 Field45 Field47 Field48 Field49 Field51 Field52 Field53 Field54

Amount Paid

Date Paid

Field67
Field61
Field60
Field62

Field63 Field64

Field65

LNOTEWA

Field4

Field5

Field6

Field7

Field8

Field94

Body Corporate for

Account

Field12

Field20

Field28

Field36

Field44

Totals

Field59

NOTICE OF LEVY CONTRIBUTIONS

Field4			
Field5			
Field6			
Field7			
Field8			

Date of Notice	Field10
A/c No	Field9-Field94
Lot No	Field97
Unit No	Field95

	Owners of Field1 Strata Plan Field3,Field91Field92,Field93		
Period	Due Date	Net Amount	
Field13	Field15	Field19	
Field21	Field23	Field27	
Field29	Field31	Field35	
Field37	Field39	Field43	
Field45	Field47	Field51	
		Field54	
Fie	ld55		
	Strata Plan F Period Field13 Field21 Field29 Field37 Field45	Strata Plan Field3, Field91 Field92, Field93 Period Due Date Field13 Field15 Field21 Field23 Field29 Field31 Field37 Field39	

- [Ple	ase make your payment in accordance with the instructions on the attached remittance slip	
- [Teller stamp and initials	Field62	Amount Paid
- [Field63	\$
		Field64	Date Paid
		Field65	1 1

LNOTEWAX

NOTICE OF LEVY CONTRIBUTIONS

Field4			
Field5			
Field6			
Field7			
Field8			

Date of Notice	Field10
A/c No	Field9-Field94
Lot No	Field97
Unit No	Field95

	<i>Owi</i> Strata Plan Fi		
Account	Period	Due Date	Net Amount
Field12	Field13	Field15	Field19
Field20	Field21	Field23	Field27
Field28	Field29	Field31	Field35
Field36	Field37	Field39	Field43
Field44	Field45	Field47	Field51
Field239	Field240	Field242	Field246
Field247	Field248	Field250	Field254
Field255	Field256	Field258	Field262
Totals Field59			Field54
	Fie	ld67	
	Fie	ld81	
	Fie	ld60	
	Fie	ld55	

гіе	ase make your payment in accordance with the instructions on the attached remittance slip	
Teller stamp and initials	Field62	Amount Paid
	Field63	\$
	Field64	Date Paid
	Field65	1 1

Field89 !LEV	Y NO	TICE!					Con	1pan Field9 Field9	2	•	
		ield5					Notice Date	Field10	3		
		ield6 ield7					Lot Number	Field97	Unit Number	Field95	
		ield8									
							Account Number	Field9	Entitlements	Field11	
					CURREI	мт ——					
Account		Period		Total for Year	Due Da	ate	Amount	Discount	If paid by	Net Amount	
Field12		Field13		Field211	Field15	5	Field16	Field17	Field18	Field19	
Field20		Field21		Field212	Field23	3	Field24	Field25	Field26	Field27	
Field28		Field29		Field213	Field31	l	Field32	Field33	Field34	Field35	
Field36		Field37		Field214	Field39	9	Field40	Field41	Field42	Field43	
Field44		Field45		Field215	Field47	7	Field48	Field49	Field50	Field51	
Field59 Field67							Amou	int Pay	able	Field359	
Field55										Field15	
Field60 Field61							Fayii	ent Du	e	rieiuis	
D-1-	Description		Admin	O'a-la	- HISTOR	Y — Total	Balanca				
	Description Field102		Admin Field103	Sink Field104	Other Field105	Field106	Balance Field107				
	Field110		Field111	Field112	Field113	Field114	Field115				
	Field118		Field119	Field120	Field121	Field122	Field123 Field131				
	Field126 Field134		Field127 Field135	Field128 Field136	Field129 Field137	Field130 Field138	Field131 Field139				
	Field142		Field143	Field144	Field145	Field146	Field147				
	Field150 Field158		Field151 Field159	Field152 Field160	Field153 Field161	Field154 Field162	Field155 Field163				
	Field166		Field167	Field168	Field169	Field170	Field171				
	Field174		Field175	Field176	Field177	Field178	Field179				
Field181 Field189	Field182 Field190		Field183 Field191	Field184 Field192	Field185 Field193	Field186 Field194	Field187 Field195				
					- NOTES	3 ——					
					Field6	32					
					Field6	_					
					Field6	-					

LNOT106A

Field93 eld10 eld97 Unit Number Field95 eld9 Entitlements Field11 Fount If paid by Net Amount eld17 Field18 Field19 eld25 Field26 Field27 eld33 Field34 Field39 eld41 Field42 Field43 eld49 Field50 Field51 Payable Field359	Field9 Entitlements Piscount If paid by Field17 Field18 Field25 Field26	Notice Date Field Notice Date Number Field Notice Date Number Field Notice Date Notice Dat	Lot				eld4 eld5		
eld10 eld97	Field10 Field97 Unit Number Field9 Entitlements Discount If paid by Field17 Field18 Field25 Field26	Notice Date Field10 Lot Number Field9 Account Number Field9	Lot				elas		
Entitlements Field11	Field9 Entitlements Discount If paid by Field17 Field18 Field25 Field26	Account Number Field9	Ac				eld6		
Entitlements Field11	Field9 Entitlements Discount If paid by Field17 Field18 Field25 Field26	Account Number Field9	Ac				eld7		
Net Amount	Field17 Field18 Field25 Field26						eld8	Fie	
eld17 Field18 Field19 eld25 Field26 Field27 eld33 Field34 Field35 eld41 Field42 Field42 eld49 Field50 Field51 Payable Field359	Field17 Field18 Field25 Field26	Amount Discount							
eld17 Field18 Field19 eld25 Field26 Field27 eld33 Field34 Field35 eld41 Field42 Field42 eld49 Field50 Field51 Payable Field359	Field17 Field18 Field25 Field26	Amount Discount		CURRENT					
eld25 Field26 Field27 eld33 Field34 Field35 eld41 Field42 Field43 eld49 Field50 Field51 Payable Field359	Field25 Field26		<u>A</u>	Due Date	Total for Year		Period		Account
eld33		Field16 Field17		Field15	Field211		Field13		Field12
eld41		Field24 Field2	ı	Field23	Field212		Field21		Field20
eld49 Field50 Field51 Payable Field359	Field33 Field34	Field32 Field33	ı	Field31	Field213		Field29		Field28
Payable Field359	Field41 Field42	Field40 Field4	1	Field39	Field214		Field37		Field36
,	Field49 Field50	Field48 Field49	ı	Field47	Field215		Field45		Field44
,	nt Davablo	Amount Pa							Field59
									Field67 Field55
t Due Field15	Payment Due Fi								Field60 Field61
				- HISTORY					
		Balance	Total	Other	Cap. Works	Admin		Description	Date
		Field107 Field115	Field106 Field114			Field103 Field111		Field102 Field110	Field101 Field109
		Field123	Field122			Field119		Field118	Field117
		Field131	Field130			Field127		Field126	Field125
		Field139 Field147	Field138 Field146			Field135 Field143		Field134 Field142	Field133 Field141
		Field155	Field154			Field151		Field150	Field149
		Field163	Field162			Field159		Field158	Field157
		Field171	Field170			Field167		Field166	Field165
		Field195	Field194			Field191			
		Field195	Field194	Field193	Field192	Field191		Field190	Field189
		Field179 Field187	Field178 Field186	Field177 Field185	Field176 Field184	Field175 Field183		Field174 Field182	Field173 Field181
									Field181 Field189

LNOT109B

Body Corporate fo

CompanyTitle

NOTICE OF CONTRIBUTIONS

Field4			
Field5			
Field6			
Field7			
Field8			
1			

Date of Notice		Field10			
A/c No		Field9			
Lot No	Field97	Unit No Field95			
Contrib E	nt.	Field11			
Interest 8	Ent.	Field99			

	1 101034					
Account	Period	Due Date	Amount	Discount	If received by*	Net Amount
Field12	Field13	Field15	Field16	Field17	Field18	Field19
Field20	Field21	Field23	Field24	Field25	Field26	Field27
Field28	Field29	Field31	Field32	Field33	Field34	Field35
Field36	Field37	Field39	Field40	Field41	Field42	Field43
Field44	Field45	Field47	Field48	Field49	Field50	Field51
Totals Field	59		Field52	Field53		Field54

Totals	Field59	Field52 Field53	Field54
		Field67	
		Field61	
		Please make your payment in accordance with the attached slip	
		Field60	

Teller stemp and initials	Field62	Amount Paid
	Field63	\$
	Field64	Date Paid
	Field65	1 1

^{*} received by means received by the body corporate bank or by the body corporate manager. Payments made to an agent are not received by the body corporate until transferred to the body corporate bank account or to the body corporate manager

NOTICE OF CONTRIBUTIONS

Field4			
Field5			
Field6			
Field7			
Field8			
l			

Date of Notice		Field10		
A/c No		Field9		
Lot No	Field97	Field220	Field95	
Entitlements		Field11		

	Co	mpany Title				
	Field	91Field92Field93				
Account	Period	Due Date	Amount	Discount	If paid by	Net Amount
Field12	Field13	Field15	Field16	Field17	Field18	Field19
Field20	Field21	Field23	Field24	Field25	Field26	Field27
Field28	Field29	Field31	Field32	Field33	Field34	Field35
Field36	Field37	Field39	Field40	Field41	Field42	Field43
Field44	Field45	Field47	Field48	Field49	Field50	Field51
Totals Field59			Field52	Field53		Field54

	Field67
	Field61
·	Fiold60

Field62	
Field63	
Field64	
Field65	

Field89 NOTICE OF MAINTENANCE CONTRIBUTIONS

F F	ield4 ield5 ield6 ield7 ield8			
Fi	eld94			

Date of Notice	Field10
A/c No	Field9
Lot No	Field97
Unit No	Field95
Entitlements	Field11
Field78	

The Owners		С	ompany Title	403			
Account		Period	Due Date	Amount	Discount	If paid by	Net Amoun
Field12		Field13	Field15	Field16	Field17	Field18	Field19
Field20		Field21	Field23	Field24	Field25	Field26	Field27
Field28		Field29	Field31	Field32	Field33	Field34	Field35
Field36		Field37	Field39	Field40	Field41	Field42	Field43
Field44		Field45	Field47	Field48	Field49	Field50	Field51
Totals	Field59			Field52	Field53		Field54
			Field67				
			Field61				
			Field55				
	Please make	your payment in accordan	nce with the instructions	on the attache	ed remittan	ce slip.	
			Field60				
Teller stamp are	d initials		Field62			Į.	Amount Paid
			Field63			\$	
			Field64				Date Paid
			Field65				1 1

LNOTE107

Field65

Company Title

Field89 NOTICE OF CONTRIBUTIONS

Field4		
Field5		
Field6		
Field7		
Field8		
1		
1		

Date of N	lotice	Field10		
A/c No		Field9		
Lot No	Field97	Unit No	Field95	
Contrib Ent.		Field11		
Interest Ent.		Field99		

Field94						
Account	Period	Due Date	Amount	Discount	If received by*	Net Amount
Field12	Field13	Field15	Field16	Field17	Field18	Field19
Field20	Field21	Field23	Field24	Field25	Field26	Field27
Field28	Field29	Field31	Field32	Field33	Field34	Field35
Field36	Field37	Field39	Field40	Field41	Field42	Field43
Field44	Field45	Field47	Field48	Field49	Field50	Field51
Totals Field59			Field52	Field53		Field54

Totals	Field59	Field52 Field	d53 Field54			
		Field67				
Field61						
	Please make your payment in accordance with the attached slip					
Field60						

Teller stamp and initials	Field62	Amount Paid
	Field63	\$
	Field64	Date Paid
	Field65	1 1

[~] received by" means received by the body corporate bank or by the body corporate manager. Payments made to an agent are not received by the body corporate until transferred to the body corporate bank account or to the body corporate manager

Field89 NOTICE OF CONTRIBUTIONS Field10 Field4 Date of Notice Field5 A/c No Field9 Field6 Lot No Field97 Field220 Field95 Field7 Field11 Contrib Ent. Field8 Interest Ent. Field99 Field94 Body Corporate for **Company Title** Field91Field92Field93 Discount If paid by Account Period Due Date Net Amount Amount Field12 Field13 Field19 Field15 Field16 Field17 Field18 Field20 Field21 Field27 Field23 Field24 Field25 Field26 Field28 Field29 Field35 Field31 Field32 Field33 Field34 Field36 Field37 Field39 Field40 Field41 Field43 Field44 Field45 Field47 Field48 Field49 Field50 Field51 Totals Field59 Field52 Field53 Field54 Field67 Field61 Field60 Field62 Amount Paid Field63 Field64 Date Paid Field65

CompanyTitle

	NOTICE OF	F CONTRIE	BUTION	IS		
Field4			Date of Not	ice Fie	eld10	
Field5			A/c No	Fie	eld9	
Field6			61 N	-		
Field7			Share No	FIE	eld97	
Field8			Unit No	Fie	eld95	
Field94						
Account	Period	Due Date	Amount	Discount	If paid by	Net Amoun
Field12	Field13	Field15	Field16	Field17	Field18	Field1
Field20	Field21	Field23	Field24	Field25	Field26	Field2
Field28	Field29	Field31	Field32	Field33	Field34	Field3
Field36	Field37	Field39	Field40	Field41	Field42	Field4
Field44	Field45	Field47	Field48	Field49	Field50	Field5
Field239	Field240	Field242	Field243	Field244	Field245	Field24
Field247	Field248	Field250	Field251	Field252	Field253	Field25
Field255	Field256	Field258	Field259	Field260	Field261	Field26
Field263	Field264	Field266	Field287	Field268	Field269	Field27
Field271	Field272	Field274	Field275	Field276	Field277	Field27
Field279	Field280	Field282	Field283	Field284	Field285	Field28
Field287	Field288	Field290	Field291	Field292	Field293	Field29
Totals Field59			Field52	Field53		Field5
		Field67				
		Field55				
		Field60				
Teller stamp and initials		Field62			Д	mount Paid
		Field63			\$	
		Field64				Date Paid
ll ll		Field65				1 1

Body Corporate for **Company Title** Field89 NOTICE OF CONTRIBUTIONS Field10 Field4 Field5 A/c No Field9 Field6 Lot No Field97 Unit No Field95 Field7 Contrib Ent. Field11 Field8 Interest Ent. Field99 Field94 Due Date Period Account Discount Net Amount Amount Field12 Field13 Field15 Field16 Field17 Field18 Field19 Field20 Field21 Field23 Field24 Field25 Field26 Field27 Field28 Field29 Field31 Field32 Field33 Field34 Field35 Field36 Field37 Field39 Field40 Field41 Field42 Field43 Field44 Field45 Field47 Field48 Field49 Field50 Field51 Totals Field59 Field52 Field53 Field54 Field67 Field61 Field60 Field62 Amount Paid Field63 Field64 Date Paid Field65 means received by the body corporates bank account. Payments made to an agent are not received by the body corporate until transferred to the body corporates bank account.

LNOTE129 - Victoria specific template.

Field89 !FEES	NOTICE!		CompanyTi CompanyAdd			Notice Dat Lot Numbe	r Field9	7 Unit N	umber Field95
	Finish					Lot Liability		Field1	1
	Field4 Field5					Lot Entitler		Field99	
	Field6 Field7 Field8						ent Due		Field359 Field15
					RENT FEE				
Account		Period		<u>Due Date</u>		<u>Amount</u>	Discount	If paid by	
Field12		Field13		Field15		Field16	Field17	Field18	Field19
Field20		Field21		Field23		Field24	Field25	Field26	Field27
Field28		Field29		Field31		Field32	Field33	Field34	Field35
Field36		Field37		Field39		Field40	Field41	Field42	Field43
Field44		Field45		Field47		Field48	Field49	Field50	Field51
Field59 Field67 Field55								yment Ob	Fields bligation! noted above by the due date
Date	Description	ACCOUNT H Admin	ISTORY Sink	Other	Total				noted above by the due date apply to the Victorian Civil!
Field101	Field102	Field103	Field104	Field105	Field106		and Administratve!	Tribunal (VC	AT) for a legal order!
Field109	Field110	Field111	Field112	Field113	Field114	Field115	requiring you to pa	-	
Field117 Field125	Field118 Field126	Field119 Field127	Field120 Field128	Field121 Field129	Field122 Field130	Field123		ispute Re	
Field133	Field134	Field127 Field135	Field128	Field137	Field130 Field138				ns with the fees in this Notic Corporation on the telephor
Field141	Field142	Field143	Field144	Field145	Field146				atisfied with the outcome you
	Field150	Field151	Field152	Field153	Field154				ictoria on 1300 55 81 81 or
Field157 Field165	Field158 Field166	Field159 Field167	Field160 Field168	Field161 Field169	Field162 Field170				may be able to help concilia ectly to the Victorian Civil!
Field173	Field174	Field175	Field176	Field177	Field178				CAT) to hear your case. Mon
Field181	Field182	Field183	Field184	Field185	Field186	Field187	information on VA!	CT applicatio	
Field189	Piela190	Field191	Field192	Field! Field! Field! Field!	63 64	Field195	(www.vcat.vic.gov.	au.!	

LNOTE130 - Victoria specific template.

Field1CompanyTitle

!Owners Corporations Act 2006 Section 31 Owners Corporations Regulations 2018 and Owners Corporation Rules!

!OWNERS CORPORATION FEE NOTICE! !Unit Number! Field95 !Account Number! Field9 Field4 !Lot Liability! Field11 Field5

!Lot Entitlements! Field99 Field6 !Amount Payable! Field359 Field7 Field8 !Payment Due! Field60

!THE FOLLOWING FEES/CHARGES ARE DUE. (IF APPLICABLE, GST IS SHOWN BELOW)!

Field15

Account	Period	Due Date	Amount	Discount	If paid by	Net Amount
Field12	Field13	Field15	Field16	Field17	Field18	Field19
Field20	Field21	Field23	Field24	Field25	Field26	Field27
Field28	Field29	Field31	Field32	Field33	Field34	Field35
Field36	Field37	Field39	Field40	Field41	Field42	Field43
Field44	Field45	Field47	Field48	Field49	Field50	Field51
EigldEn		Field61				

Field59 Field67 !The rate of interest has been calculated in accordance with the current rate! !under the Penalty Interest Rates Act 1983(Vic). The rate is subject to change.! Field55

!Important information on fees and charges! !Payment must be made within 28 days after the date of this notice or by the Due Date whichever is the later.! Emploired. If you have enquiries on the fees island in this lock you can contact the Owners Corporation on the telephone number or at the address island in this Notice you can contact the Owners Corporation on the telephone number or at the address island on the You got fithis form.! Disputed: The Owners Corporations Act 2005 (the Act), Owners Corporations and the Owners Corporation Rules (the Rules) provide a number of loptions in dealing with disputes regarding Owners Corporations, Managers, Lot Owners and Occupiers: These are:!

- The Owners Corporation Internal Dispute Resolution Process!
 Conciliation through Consumer Affairs Victoria!
 Applications to the Victorian Civil and Administrative Tribunal (VCAT)!

Inflammal Dispute Resolution process! If you believe the Manager, a Lot Owner or Occupier has breached their obligations under the Rules, Act, or Regulations, you can try to!
Insolve the problem through the Owners Corporation Internal Dispute Resolution process. The internal dispute resolution process is set out in the Rules. Unless the Rules state!
If You can lodge a complaint by completing an IOwners Corporation Complaint from (available from the Owners Corporation)!

- I- A meeting will be held to discuss the matter with all persons involved in the dispute and representatives of the Owners Corporation. The meeting must be held within 14 days! Is a meeting must be held within 14 days! Is Persons involved in the dispute will be notified of decisions by the Owners Corporation.!

Fersion increase in the dispute multi-department of the state of the s !www.consumer.vic.gov.au!

Applications to the Victorian Civil and Administrative Tribunal (VCAT)! !For all disputes that affect the Owners Corporation you can apply directly to the Victorian Civil and! !Administrative Tribunal (VCAT) to hear your case and make an order. For more information on VCAT applications call 1800 133 055 or go to www.vcat.vic.gov.au! !NOTES!
Field62

LNOTE134 - Victoria specific template.

!The Owners Corporation

CompanyTitle

!Owners Corporations Act 2006 Section 31 Owners Corporations Regulations 2018 and Owners Corporation Rules!

OWNERS CORPORATION FEE NOTICE!	!Date of Notice!	Field10
--------------------------------	------------------	---------

| Lot Number | Field97 | Unit Number | Field95 | Account Number | Field95 | Account Number | Field96 | Lot Liability | Field11 | Field5 | Lot Entitlements | Field99 | Field6 | Lot Entitlements | Field99 | F

Field6
Field7
Field8

!Amount Payable! Field359
!Payment Due! Field15
Field60

TITLE COLLOWING	FEECIGIIADOEC ADE DUE	ALC: A DOLLOADLE	COT IC CHOUSE DELOUGE
THE FOLLOWING	FEES/CHARGES ARE DUE.	(IF APPLICABLE	GST IS SHOWN BELOW!

Account	Period	Due Date	Amount		nid by Net Amount
Field12	Field13	Field15	Field16	Field17 Field1	8 Field19
Field20	Field21	Field23	Field24	Field25 Field2	6 Field27
Field28	Field29	Field31	Field32	Field33 Field3	4 Field35
Field36	Field37	Field39	Field40	Field41 Field4	2 Field43
Field44	Field45	Field47	Field48	Field49 Field5	i0 Field51
Field239	Field240	Field242	Field243	Field244 Field2	45 Field246
Field247	Field248	Field250	Field251	Field252 Field2	53 Field254
Field255	Field256	Field258	Field259	Field260 Field2	61 Field262
Field263	Field264	Field266	Field267	Field268 Field2	69 Field270
Field271	Field272	Field274	Field275	Field276 Field2	.77 Field278
Field279	Field280	Field282	Field283	Field284 Field2	85 Field286

Field59 Field67 Field55 Field61

The rate of interest has been calculated in accordance with the current rate under the Penalty Interest Rates Act 1983(Vic). The rate! !is subject to change!

!Payment must be made within 28 days after the date of this notice or by the Due Date whichever is the later.!

!See over for Important information on fees and charges!

!NOTES!

Field62

Field63 Field64

Field65

LNOTE141 - Victoria specific template.

CompanyTitle

!Owners Corporations Act 2006 Section 31 Owners Corporations Regulations 2018 and Owners Corporation Rules!

!OWNERS CORPORATION FEE NOTICE!

!Unit Number! Field95 !Account Number! Field9 !Lot Liability! Field11 !Lot Entitlements! Field99

Field4 Field5 Field6 Field7 Field8

!Amount Payable! Field359 !Payment Due! Field60 Field15

!THE FOLLOWING FEES/CHARGES ARE DUE. (IF APPLICABLE, GST IS SHOWN BELOW)!

Account	Period	Due Date	Amount	Discount	If paid by	Net Amount
Field12	Field13	Field15	Field16	Field17	Field18	Field19
Field20	Field21	Field23	Field24	Field25	Field26	Field27
Field28	Field29	Field31	Field32	Field33	Field34	Field35
Field36	Field37	Field39	Field40	Field41	Field42	Field43
Field44	Field45	Field47	Field48	Field49	Field50	Field51
Field59			eld61			
Field67		!T!	he rate of interest has	been calculated	in accordance v	vith the current rate!

Field61
!The rate of interest has been calculated in accordance with the current rate!!under the Penalty Interest Rates Act 1983(Vic). The rate is subject to change.! Field55 !Important information on fees and charges! !Payment must be made within 28 days after the date of this notice or by the Due Date whichever is the later.!

Emploited: If you have enquiries on the fees isled in this Notice you can contact the Owners Corporation on the telephone number or at the address listed in the Notice you can contact the Owners Corporation had been contact the Owners Corporation and the Owners Corporation Rules (the Rules) provide a number of loptions in dealing with disputes regarding Owners Corporations, Managers, Lot Owners and Occupiers: These are:

- I- The Owners Corporation Internal Dispute Resolution Process!
 I- Conciliation through Consumer Affairs Victoria!
 I- Applications to the Victorian Civil and Administrative Tribunal (VCAT)!

Inflammal Dispute Resolution process! If you believe the Manager, a Lot Owner or Occupier has breached their obligations under the Rules, Act, or Regulations, you can try to!
Insolve the problem through the Owners Corporation Internal Dispute Resolution process. The internal dispute resolution process is set out in the Rules. Unless the Rules state!
If You can lodge a complaint by completing an IOwners Corporation Complaint from (available from the Owners Corporation)!

- I- A meeting will be held to discuss the matter with all persons involved in the dispute and representatives of the Owners Corporation. The meeting must be held!

 within 14 days of all persons being notified of the dispute.!

 Persons involved in the dispute will be notified of decisions by the Owners Corporation.!

Fe least an increase in the dispute in the dispute on the control of the control !www.consumer.vic.gov.au!

!Applications to the Victorian Civil and Administrative Tribunal (VCAT)! !For all disputes that affect the Owners Corporation you can apply directly to the Victorian Civil and! !!Administrative Tribunal (VCAT) to hear your case and make an order. For more information on VCAT applications call 1800 133 055 or go to www.vcat.vic.gov.au! !!MOTES!
Field62

LNOTE143 - Victoria specific template.

!The Owners Corporation!

CompanyTitle CompanyAddress1

!Owners Corporations Act 2006 Section 31 Owners Corporations Regulations 2018 and Owners Corporation Rules!

!OWNERS CORPORATION FEE NOTICE!

!Date of Notice! Field10 !Lot Number! Field97 !Unit Number! Field95 !Account Number! Field9

Field4 Field5 Field6 Field7 Field8

!Amount Payable! Field359 !Payment Due! Field15 Field60

!THE FOLLOWING FEES/CHARGES ARE DUE. (IF APPLICABLE, GST IS SHOWN BELOW)!

	:THE FOLLOWI	NO I LES/CHANGES AND DUE.	(II AFFLICADLI	L, GOT IO SHOWN DELOW):	
Account	Period	Due Date	Amount	Discount If paid by	Net Amount
Field12	Field13	Field15	Field16	Field17 Field18	Field19
Field20	Field21	Field23	Field24	Field25 Field26	Field27
Field28	Field29	Field31	Field32	Field33 Field34	Field35
Field36	Field37	Field39	Field40	Field41 Field42	Field43
Field44	Field45	Field47	Field48	Field49 Field50	Field51
Field239	Field240	Field242	Field243	Field244 Field245	Field246
Field247	Field248	Field250	Field251	Field252 Field253	Field254
Field255	Field256	Field258	Field259	Field260 Field261	Field262
Field263	Field264	Field266	Field267	Field268 Field269	Field270
Field271	Field272	Field274	Field275	Field276 Field277	Field278
Field279	Field280	Field282	Field283	Field284 Field285	Field286

Field59 Field67

Field55 Field61

The rate of interest has been calculated in accordance with the current rate under the Penalty Interest Rates Act 1983(Vic). The rate! is subject to change!

!Payment must be made within 28 days after the date of this notice or by the Due Date whichever is the later.!

!See over for Important information on fees and charges!

!NOTES!

Field62

Field63 Field64

Field65

LNOTE161 - Victoria specific template.

CompanyTitle
CompanyAddress1

!Owners Corporations Act 2006 Section 31 Owners Corporations Regulations 2018 and Owners Corporation Rules!

!OWNERS CORPORATION FEE NOTICE!

!Date of Notice! !Unit Number! Field95 !Account Number! Field9 !Lot Liability! Field11 !Lot Entitlements! Field99

Field4 Field5 Field6 Field7 Field8

!Amount Payable! Field359 !Payment Due! Field60 Field15

!THE FOLLOWING FEES/CHARGES ARE DUE. (IF APPLICABLE, GST IS SHOWN BELOW)!

Field12	Field13	Field15	Field16	Field17	Field18	Field19
Field20	Field21	Field23	Field24	Field25	Field26	Field27
Field28	Field29	Field31	Field32	Field33	Field34	Field35
Field36	Field37	Field39	Field40	Field41	Field42	Field43
Field44	Field45	Field47	Field48	Field49	Field50	Field51

Field67 Field55 Field61
The rate of interest has been calculated in accordance with the current rate!
!under the Penalty Interest Rates Act 1983(Vic). The rate is subject to change.!

!Important information on fees and charges! !Payment must be made within 28 days after the date of this notice or by the Due Date whichever is the later.! Emploited: If you have enquiries on the fees isled in this Notice you can contact the Owners Corporation on the telephone number or at the address isled on the You feel isled in this Notice you can contact the Owners Corporation on the telephone number or at the address isled on the You for it is form.)
Disputed: The Owners Corporations Act 2005 (the Act), Owners Corporations Regulations) and the Owners Corporation Rules (the Rules) provide a number of
loptions in dealing with disputes regarding Owners Corporations, Managers, Lot Owners and Occupiers: These are:!

- The Owners Corporation Internal Dispute Resolution Process!
 Conciliation through Consumer Affairs Victoria!
 Applications to the Victorian Civil and Administrative Tribunal (VCAT)!

Inflatenal Disputs Resolution process! If you believe the Manager, a Lot Owner or Occupier has breached their obligations under the Rules, Act, or Regulations, you can try to! Interval to be problem through the Owners Corporation Internal Dispute Resolution process. The internal dispute resolution process is set out in the Rules. Unless the Rules state! (Iditerently, the following summary applies:) 1- You can lodge a complaint by completing an IOwners Corporation Complaint form (available from the Owners Corporation).!

- I- A meeting will be held to discuss the matter with all persons involved in the dispute and representatives of the Owners Corporation. The meeting must be held!

 within 14 days of all persons being notified of the dispute.!

 Persons involved in the dispute will be notified of decisions by the Owners Corporation.!

Feesbash intorest understanding the house of consumer Affairs Victoria or VCAT (see below).!

!Conciliation through Consumer Affairs Victoria! !You can contact Consumer Affairs Victoria regarding disputes. There may be times when Consumer Affairs Victoria will!

!advise you to use the internal dispute resolution process if you have not already done so. For more information on complaints or general enquiries call 1300 55 81 81 or go to! !www.consumer.vic.gov.au!

Applications to the Victorian Civil and Administrative Tribunal (VCAT)! !For all disputes that affect the Owners Corporation you can apply directly to the Victorian Civil and! !Administrative Tribunal (VCAT) to hear your case and make an order. For more information on VCAT applications call 1800 133 055 or go to www.vcat.vic.gov.au! !NOTES!
Field62

	Field89					
	Field356					
	i iciaooo					
			Notice Da			
Field4			Lot Numb			mber Field95
Field5			Account	Number Fiel	d9	
Field6 Field7			Entitleme	nts Fiel	d11 / Field99	
Field?						
		Field358				
	Co	ompanyTi	tle			
	•	Field91Field92Field9				
Account	Desired	Due Date	-	Discount	If paid by	Not Amount
Account	Period		Amount	Discount	If paid by	Net Amount
Field12	Field13	Field15	Field16	Field17	Field18	Field19
Field20 Field28	Field21 Field29	Field23 Field31	Field24 Field32	Field25 Field33	Field26 Field34	Field27 Field35
Field36	Field37	Field39	Field40	Field41	Field42	Field43
Field44	Field45	Field47	Field48	Field49	Field50	Field51
Field239	Field240	Field242	Field243	Field244	Field245	Field246
Field247	Field248	Field250	Field251	Field252	Field253	Field254
Field255	Field256	Field258	Field259	Field260	Field261	Field262
Field263	Field264	Field266	Field267	Field268	Field269	Field270
Field271	Field272	Field274	Field275	Field276	Field277	Field278
Field279	Field280	Field282	Field283	Field284	Field285	Field286
Field59			Ar	nount Pa	vable	Field359
Field67 Field60				ayment D		Field15
Field61			Г	ayment D	ue	Fleid 13
		F:-1-100				
		Field62 Field63				
		Field64				
		Field65				

NOTICE OF CONTRIBUTIONS Field10 Field4 Date of Notice Field5 A/c No Field9 Field6 Share No Field97 Field7 Unit No Field95 Field8 Field94 Account Period Due Date Amount Discount If paid by Net Amount Field18 Field26 Field12 Field13 Field15 Field16 Field17 Field19 Field20 Field21 Field24 Field23 Field25 Field27 Field28 Field29 Field32 Field34 Field35 Field31 Field33 Field36 Field37 Field40 Field42 Field43 Field39 Field41 Field44 Field45 Field47 Field48 Field49 Field50 Field51 Field239 Field240 Field242 Field243 Field244 Field245 Field246 Field247 Field248 Field250 Field251 Field252 Field253 Field254 Field255 Field256 Field258 Field259 Field260 Field261 Field262 Field268 Field263 Field264 Field266 Field267 Field269 Field270 Field271 Field272 Field275 Field276 Field277 Field278 Field274 Field279 Field280 Field282 Field283 Field284 Field285 Field286 Field287 Field288 Field290 Field291 Field292 Field293 Field294 Field59 Totals Field52 Field53 Field54 Field67 Field55 Field60 Field62 Amount Paid Field63 Date Paid Field64 Field65 Field61

Company Title NOTICE OF CONTRIBUTIONS Field4 Date of Notice Field10 Field5 A/c No Field9 Field6 Lot No Field97 Field220 Field95 Field7 Field8 Contrib Ent. Field11 Interest Ent. Field99 Field94 Account Due Date Amount Discount If paid by Field12 Field15 Field16 Field17 Field18 Field26 Field19 Field13 Field20 Field21 Field23 Field24 Field25 Field27 Field28 Field34 Field35 Field29 Field32 Field33 Field31 Field37 Field40 Field42 Field43 Field36 Field39 Field41 Field44 Field45 Field47 Field48 Field49 Field50 Field51 Field239 Field240 Field242 Field243 Field244 Field245 Field246 Field247 Field248 Field250 Field251 Field252 Field253 Field254 Field255 Field256 Field258 Field259 Field260 Field261 Field262 Field263 Field264 Field267 Field268 Field269 Field270 Field266 Field271 Field275 Field276 Field272 Field277 Field278 Field274 Field279 Field282 Field286 Field280 Field283 Field284 Field285 Field287 Field288 Field290 Field291 Field292 Field293 Field294 Field59 Totals Field52 Field53 Field54 Field67 Field55 Field60 Field62 Amount Paid Field63 Date Paid Field64 Field65

LNOTE203 & LNOTE_203

NOTICE OF LEVY CONTRIBUTIONS

Field4	Date of Notice	Field10
Field5	Entitlements	Field11
Field6 Field7	Lot No	Field97
Field8	Unit No	Field95

		rs of Field1 3,Field91Field92,Field93	
Account	Period	Due Date	Net Amoun
Field12	Field13	Field15	Field19
Field20	Field21	Field23	Field27
Field28	Field29	Field31	Field35
Field36	Field37	Field39	Field43
Field44	Field45	Field47	Field51
Totals Field59			Field54
	Field67	7	
	Field81		
	Field6		
	Field5	ວວ	
Please ma	ke your payment in accordance with the i	nstructions on the attached remittar	nce slip
Teller stamp and initials	Field62		Amount Paid
	Field63		\$
ll ll	Field64		Date Paid

LNOTE208 - Victoria specific template.

	ORPORATION FEE NOTICE ons Act 2006 Section 31, Owners Corporations Re	egulation	ns 2018 and Owners C	orporation Rules	
Field4		$\overline{}$		Notice	\neg
Field5			Field	440	\dashv
Field6			- 11011	-	4
Field7			Lot Number	Field97	
Field8			Unit Number	Field95	
HE FOLLOWING FEES/CHA	RGES ARE DUE	_		Field94	_
CompanyTitle					
Field385 Field386 Field387					
Account	Period		Due Date	1	Amoun
Field12	Field13		Field15		Field19
Field20	Field21		Field23		Field2
Field28	Field29		Field31		Field3
Field36	Field37		Field39		Field43
Field44	Field45		Field47		Field5
Field239	Field240		Field242	_	Field246
Field247	Field248		Field250	•	Field25
Field255	Field256		Field258	3	Field262
Totals Field59					Field54
	Field67				
Payments must be made within 28 da	ed in accordance with the current rate under the Pe ys after the date of this notice or by the Due Date, fees and charges and account summary.			B(Vic). The rate is s	subject to change.
Field62 Field63 Field64 Field65					

LNOTE208-DISC - Victoria specific template.

OWNERS CORPORATION FEE NOTICE Owners Corporations Act 2006 Section 31, Owners Corporations Regulations 2018 and Owners Corporation Rules LetterHead Field4 Date of Notice Field5 Field10 Field6 Field7 Field97 Lot Number Field8 Unit Number Field95 Field94 THE FOLLOWING FEES/CHARGES ARE DUE CompanyTitle Field385 Field386 Field387 If paid before Net Amount Period Due Date Amount Discount Account Field12 Field13 Field15 Field16 Field17 Field18 Field19 Field20 Field21 Field23 Field24 Field25 Field26 Field27 Field29 Field28 Field34 Field35 Field31 Field32 Field33 Field36 Field37 Field39 Field40 Field41 Field42 Field43 Field44 Field45 Field47 Field48 Field49 Field50 Field51 Field239 Field240 Field242 Field243 Field244 Field245 Field246 Field247 Field248 Field250 Field251 Field252 Field253 Field254 Field255 Field256 Field258 Field259 Field260 Field261 Field262 Totals Field59 Field54 Field55 Field67 Field61 The rate of interest has been calculated in accordance with the current rate under the Penalty Interest Rates Act 1983(Vic). The rate is subject to change. Payments must be made within 28 days after the date of this notice or by the Due Date, whichever is the later. See over for Important information on fees and charges and account summary. Field62 Field63 Field64 Field65 Field60

NOTICE OF MAINTENANCE CONTRIBUTIONS

Field4	Г
Field5	Н
Field6	L
Field7	Lo
Field8	Eı
Field94	Uı

Date of Notice				
Field10				
Lot Number	Field97			
Entitlements	Field11			
Unit Number	Field95			

The Owners Company Title Field 385 Field 386 Field 387								
Account		Period	Determined	Due Date	Amount	Discount	If paid by	Net Amount
Field12		Field13	Field14	Field15	Field16	Field17	Field18	Field19
Field20		Field21	Field22	Field23	Field24	Field25	Field26	Field27
Field28		Field29	Field30	Field31	Field32	Field33	Field34	Field35
Field36		Field37	Field38	Field39	Field40	Field41	Field42	Field43
Field44		Field45	Field46	Field47	Field48	Field49	Field50	Field51
Totals Fie	ld59				Field52	Field53		Field54
			Field67	•				
			Fi	eld55				
Plea	ase deposit y	your payment directly in Please make you		_			ip below.	
			Field6	0				
Teller stamp and initial	k		Field62					Amount Paid
Field63								\$
			Field64					Date Paid
			Field65					1 1