

owner maintenance items – quick reference guide

Items	Owner	Body Corporate
Air Conditioners Servicing Only One Lot (does not matter if the unit is located outside)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Air Conditioners Servicing the Entire Building	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Awnings Over Doors and Windows (installed by owners including past owners of the lot)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Courtyards (Exclusive Use or Private Yards) – refer by-laws for additional requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Courtyards (Common Property eg Open Courtyards)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Courtyard Artificial Grass, Paving, Concrete, Pebbles, Gardens etc (installed by owners including past owners of the lot)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Garage Door Motors (installed by owners including past owners of the lot)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Garden Sheds (installed by owners including past owners of the lot)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Hot Water Systems Servicing Only One Lot (does not matter if the unit is located outside)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Keys, Fobs, Gate Openers, Garage Door Openers (it is not the body corporate responsibility to replace or provide you extras)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Outside Lights Connected to Owner Power (does not matter when installed)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pergolas or Covering or Pergolas (installed by owners including past owners of the lot)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Security & Insect Screens (installed by owners including past owners of the lot)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Shade Sails (installed by owners including past owners of the lot)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Skylights (installed by owners including past owners of the lot)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Smoke Alarms (does not matter when installed)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Solar Panels (installed by owners including past owners of the lot)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Water Tanks (including Pump) Servicing Only One Lot (installed by owners including past owners of the lot)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Whirly Birds (installed by owners including past owners of the lot)	<input checked="" type="checkbox"/>	<input type="checkbox"/>

* This is a general guide and it may still be necessary to more carefully examine the item to determine responsibility. Always remember to check the Statutory Authorisations Register.



The current owner of the lot is responsible for these items even if a previous owner failed to seek proper authorisation.