



# ICONIC PROPERTY CARE – STRATA MANAGEMENT

Office: 12 Karachi St, Riverstone NSW 2765. : Ph: 02 8608 2108

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## NOMINATION FORM FOR ELECTION OF STRATA COMMITTEE & OFFICE HOLDERS

Your Name	
You are nominating yourself or someone else	Nominating myself <input type="checkbox"/> Nominating someone else <input type="checkbox"/>
For which role you want to nominate	Chairperson <input type="checkbox"/> Treasurer <input type="checkbox"/> Secretary <input type="checkbox"/> Committee Member <input type="checkbox"/>
Apartment No / Unit No/ Lot No of Nominee	
Owner Type of Nominee	Owner <input type="checkbox"/> Company Nominee <input type="checkbox"/>
Strata Plan Number	SP6225
Property Address	2-4 O'Brien Street, Mount Druitt NSW 2770
Your Phone Number	
Your Email Address	
Tell us why you are nominating:	

### Job Description of the office holders

**Chairperson:** runs meetings and oversees administration

**Secretary:** arranges meetings, prepares and gives out meeting agendas and minutes, updates the strata roll, issues notices, and does other administration including correspondence

**Treasurer:** keeps accounting records and issues [levy](#) notices



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## **5 Nomination of candidates for election prior to meeting**

- (1) The written notice of an annual general meeting is to include a call for nominations for members of the strata committee at least 7 days before the annual general meeting of an owners corporation.
- (2) Any owner, or any person entitled to vote at a general meeting of an owners corporation, may nominate a person for election as a member of the strata committee.
- (3) The nomination is to be made by written notice given to the secretary of the owners corporation or, in the case of the first annual general meeting, to the convenor of the meeting, that states the name of—
  - (a) the person nominated, and
  - (b) the person making the nomination and that the person nominated consents to the nomination.
- (4) The secretary must include the nomination in the notice of the meeting at which the election is to take place. Notice of any subsequent nomination is to be given by the secretary at the meeting.
- (5) A nomination may be made at any time before the election is held and may be made at the meeting.
- (6) An owner or a person may make a nomination even if the owner or person cannot vote because the owner is an unfinancial owner.